



PUD BOARD MEETING MINUTES

MARCH 8, 2011

PRESENT: Tom Ashmore, Mike Elmore, Marla Skroch, Gene Tobie, Rod Peterson, Roger Prowell, Patsy Busick, Tom Peachey and Ben Beseda.

GUESTS: Lea Stephens.

Meeting called to order at 6:30 pm by President Tom Ashmore.

Motion by Mike Elmore; second by Marla Skroch to approve the February 8, 2011 minutes and consent agenda. Motion approved 5 ayes, 0 nays.

PUBLIC COMMENTS: None.

FINANCIAL REPORT: Patsy Busick presented financial reports. With interest earned in February 28, 2011 of \$220.39, deposit of \$15,000 less \$10.06 service charge, the LGIP account balance was \$583,355.89. As of February 28, 2011, Columbia State Bank account balance was \$53,693.97. The balances of the CSB SDC and Connections checking accounts are \$6,004.95. The balance of the CSB Service Deposits account is \$16,069.90. Financials were approved as presented.

ENGINEER OF RECORD REPORT: Ben Beseda presented his Engineer of Record report.

He reported no new developments in the District and no start up date for Sunrise Estates.

Ben used the hydraulic model to run fire flows at Wahtonka High School area which matched with the flow measured in the field.

He presented to the Board a proposal for Engineering Services for the W. Second Street Waterline Improvement Project explaining in detail each of six tasks with firm costs.

Ben has met with the City Public Works Director regarding coordinating their storm drain project with the District plans on the W. Second Street Project. The Public Works Director indicated they were about 2-4 years out on funding. Ben is in the process of doing preliminary survey work for the City to see how the storm water grade profiles match our proposed water line.

Ben also talked to ODOT who was real positive regarding the project and their only concern was traffic control.

Mike Elmore asked what the Engineer of Record curtails. Ben said basically he acts as a consultant for the District, attends City of The Dalles Site Team meetings when there are items on the agenda that pertain to the District, works directly with the District Manager and attends the monthly Board of Directors meetings. Ben and the District will research paperwork that outlines the position and will report back at the next meeting.

Mike Elmore questioned if relocating the service lines would be included in the contract and ensure the District would pay for the line replacement, not the property owners. Ben confirmed it would be part of the contract and the cost would be completely paid with District funds. Mike also asked the cost estimate of the project with Ben indicating approximately \$400,000-\$450,000.

Motion by Mike Elmore, second by Rod Peterson to accept Tenneson Engineering's proposal to do first phase consisting of tasks 1 through 4 and to authorize Roger to sign in behalf of the District. Motion approved 5 ayes; 0 nays.

At this point in the meeting, President Tom Ashmore on behalf of the Board of Directors, congratulated District Manager, Roger Prowell, on his Manager of the Year award from the Oregon Association of Water Utilities. It was noted that the organization has never before received such a thorough presentation of documents for a nominee. Roger thanked the Board for their recognition in receiving the award. He remarked that he presented his "Water Elk" to an audience of approximately 150 people in an auditorium setting. It was applauded with positive response by the attendees.

DISTRICT MANAGER'S REPORT: Roger Prowell presented his Manager's report.

Manager of the Year awardcomment was that the application packet was the thickest stack of paper ever received in support of a nomination.

The Water Elk presentation went very well. Gave thanks to the Board for letting him work on the presentation as Public Service... had about 150 people in the class.

We repaired a leak on Floral Court on Monday. Field staff estimated the leak at 4 gpm. The hard part of the unaccounted for water is determining how long this leak was running before the water surfaced. If this leak had been going for a month at 4 gpm that would equate to a lessening of the leak rate by just under a whole percentage point. How do you know ??

On the *La Nina* report, the precip amount for Feb. was 0.73 inches compared the average rate 1.46 or 50% of normal. For the month of March we are running at 20% above normal with a week of wet weather forecast. According to George Taylor, who spoke at the Sunriver conference, the *La Nina* data suggests that the event is slowly going back to normal or edging toward the *El Nino*.

Roger reported on a good conversation with Bob Palmer, the Fire Chief, about ISO ratings and did the District contribute to the reduction of the fire ratings? Looking at the numbers the District did reasonably OK and we will get a better rating during the next inspection due to hydrant painting/maintenance/flushing and date recording. The ISO numbers show that the District did not contribute to the downgrading of the ISO rating. The lower rating was based on staffing and training issues that are directly related to funding issues. Ben is looking at a low flow number for the hydrant by the old High School with the hydraulic model.

The District purchased a new security computer (a lot of fan noise) and have a new camera on the way. The old computer experienced complete failure. The field staff also learned to adjust the cameras for a better view and will get the system dialed in this week.

We are very close to having LC3 dialed to perfection.

Chart recorders show an anomaly at the Piper residence indicting that they have an internal pressure issue. Good use of the high tech data recorders.

We have the leak fixed on the contact chamber but are still planning for re-caulk the inside when our NSF sealant arrives and warmer weather will facilitate curing of the compound.

We purchased two new chlorine feed pumps for Well # 4 and # 3We have struggled with the Well # 4 pump for a long time and it is time to upgrade the disinfection machinery to last another decade.

We took our hazardous water materials to a community wide disposal day and eliminated some old paint and unknown material in unlabeled containers. This was part of the quarterly safety inspection list.

We had the District sites sprayed by a licensed applicator to control noxious weeds and reduce labor during the summer.

We took Monday afternoon to upgrade our CPR training and I think we should have an AED on site since we sometimes have 50 people making walk-in payments. We can get a decent unit for about 1K.

OLD BUSINESS: Roger announced the last of six nitrate samples was taken on LC3 with results ranging from 1.65 – 1.8 which were equal to the in-house sampling. We have now taken 6 monthly samples in accordance with regulations and will not have to sample monthly in the future.

NEW BUSINESS: Roger purposed that the District join the Oregon People’s Utilities Districts Association (OPUDA). He explained it will bring expertise to the table on state legislation and regulations and has a high level of sophistication and that the Association was seeking more water purveyors to broaden the effectiveness of the group.

Motion by Marla Skroch, second Mike Elmore to join as a member the OPUDA. Motion approved 5 ayes; 0 nays.

TRAINING SEMINARS & CLASSES: Tom Ashmore, Marla and Roger reported on their attendance at the SDAO conference. After attending one of the workshops at the conference she indicated that her position as Secretary/Treasurer shall be taken very seriously. She will be working together with Patsy for checks and balances on all accounts in a positive aspect.

Roger reported on his attendance at the OAWU conference. Tom Peachey commented he was surprised there wasn’t a workshop given by an attorney on legal issues and that he wouldn’t mind participating in such a presentation. Roger said he would contact Jason Green, Director of the association, to set it up for next year’s conference.

Roger informed the Board that Jeb Miller will be attending a class titled “Effective Local Government Manager” to be held April 5th in Salem.

BOARD COMMENTS: Mike Elmore commented that Jeb did a great job on the weekly report for the week Roger was attending the OAWU conference.

With no further business, motion by Marla Skroch; second by Gene Tobie to adjourn meeting. Motion approved 5 ayes, 0 nays.

Meeting adjourned at 7:45 pm.

Submitted By: _____
Patsy Busick, Admin./Human Resources

Approved as to content at regular meeting held April 12, 2011.

By: _____
Tom Ashmore, President
Board of Director