

WEST SLOPE WATER DISTRICT

**Regular Board of Commissioners Meeting
And Open Public Hearing for a Water System Rate Increase**

August 15, 2018

Meeting Summary

CALL TO ORDER

Present: Chair Michael Hoffman; Commissioners Charles Conrad, Noel Reiersen, Bob Rieck, and Carol Wild

Management Staff: General Manager, Michael Grimm; Customer Service & Finance Manager, Lucy Dawes

Absent: None

Public: Ramesh Krishnamurthy, District customer; Nick De Morgan, District customer

1.0 – CALL TO ORDER

Chair Hoffman called to order the regular meeting of the West Slope Water District Board of Commissioners at 5:00 P.M., Wednesday, August 15, 2018.

2.0 - PUBLIC COMMENTS/COMMUNICATIONS

There were no public comments received by the District. The two District customers at the meeting expressed an interest to see how the rate hearing process worked.

3.0 – PUBLIC HEARING FOR WATER SYSTEM RATE INCREASE

Chair Hoffman opened the public hearing for the water system rate increase at 5:01 PM. There were no written comments for the Board to consider for the public record of the hearing. Neither District customer had any official oral testimony to offer as part of the hearing public record. Commissioner Conrad asked a question about the after-hours or weekend charge under Other Service Charges and Penalties. It appeared to Commissioner Conrad that it was less expensive for a weekend request than a request during office hours. Mr. Grimm explained the \$50 charge for the weekend request was in addition to the \$100 charge during regular office hours (that is, a weekend request would cost the customer \$150). Mr. Grimm stated staff will review the full cost of an after-hours turn on and come back to the Board at a later meeting with an amendment to the Schedule of Rates (Attachment 3.4.2). Chair Hoffman left the public hearing open for more than 30 minutes to accommodate any customer arriving a bit late to the meeting an opportunity to provide public comment. At 5:35 PM, Chair Hoffman closed the open public hearing. Commissioner Rieck made a motion to approve Resolution #07-2018 to raise the fixed and consumptive water rate charges by 12% each as presented to the Board. Commissioner Conrad seconded the motion, and the motion was approved unanimously.

4.0 - CONSENT AGENDA

Commissioner Conrad asked to pull Agenda Items 4.4, 4.7, and 4.8 from the Consent Agenda. Commissioner Wild motioned to approve Agenda Items 4.1 through 4.3 and Agenda Items 4.5, 4.6, and 4.9. Commissioner Rieck seconded the motion, and the motion passed unanimously. In Agenda Item 4.4, Commissioner Conrad asked for clarification on a check to McClure & Sons (MSI) listed under the bank reconciliation – outstanding transactions report. Ms. Dawes stated this check is the final check issued to MSI for the Green Tank project in January which has not yet been cashed by MSI. Because MSI is contesting the withholding of liquidated damages from the retainage in the contract budget, they have refused to cash the final check issued by the District. In Agenda Item 4.7, Commissioner Conrad asked if the residents of Lake View Apartments conducted their own lead and copper testing. Mr. Grimm stated one resident asked for a lead and copper test through the Portland Water Bureau's Lead Line. Following the tenant's high results, Portland recommended verification sampling at the same unit as well as up to a dozen other sites in the three apartment buildings. The District will continue to assist the resident manager and other tenants whose water taps may be used for lead and copper sampling as needed. In Agenda Item 4.8, Commissioner Conrad asked clarification about the new water meters previously called Hershey meters and now called Mueller meters (because of Mueller's purchase of Hershey). There is no connection between the water meter manufacturer (Mueller) and the District's financial auditors Grove Mueller Swank. Commissioner Conrad made a motion to approve Agenda Items 4.4, 4.7, and 4.8. The motion was seconded by Commissioner Wild, and the motion passed unanimously.

5.0 - DISTRICT ACTIVITIES

5.1 – Long Term Water Supply: Mr. Grimm stated the District's public outreach consultants are working on a scope of work for the strategic outreach plan. The scope of work will be presented and discussed at the September Board meeting. The District will be working with Tualatin Valley Water District later this month to test the flow capacity that can be delivered to West Slope by TVWD. The test will take place using TVWD's 24-inch transmission main and their pumping capacity at their existing pump stations used to serve their customers in the west hills north of the Sunset Highway.

5.2 – SDIS Best Practices Program: Mr. Grimm mentioned the District will again participate in the SDIS Best Practices Program. Completing the annual program rewards the District with a 10% discount on the District's general liability, auto liability, and property insurance contributions. While that savings is only a few thousand dollars, the real benefit to the District is to make sure the District follows practices that are in line with state/federal regulations that also serve to improve the effectiveness and efficiency of the District. Mr. Grimm shared with the Board the SDIS self-assessment completed by himself and the Operations Manager regarding District safety procedures. Mr. Grimm presented a listing of the video library training topics available from SafePersonnel Training through SDAO. These on-line training videos are available to all staff at any time from work or from elsewhere.

5.3 –Late Breaking Issues:

- Mr. Grimm presented a brief summary of August's water demands of the first half of the month. Though the daily high temperatures this month remain in the 90s, the daily water demand is less than it was in June and July when the daily high temperatures were also in the 90s. This scenario is a good indication the District will have no problem staying below the peak season demand restrictions built into Portland's wholesale water agreement.

- Multiple water organizations like SDAO, League of Oregon Cities, Oregon Association of Water Utilities, and Oregon Water Utility Council are joining together to request Governor Brown include in her state budget full funding of the Oregon Health Authority Drinking Water Program from the general fund and not from water system connection fees or other state fees (e.g. lottery money, medical marijuana, etc.).
- Mr. Grimm stated the District and other wholesale customers from Portland received a PowerPoint presentation on the new corrosion control and filtration treatment facility projects. The file will be emailed to each commissioner as information only.

6.0 – COMMISSIONERS COMMUNICATION

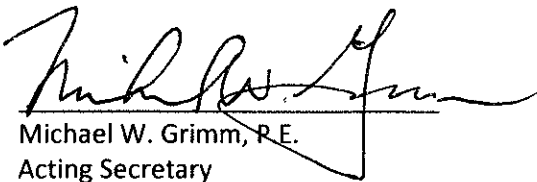
No outside meetings were attended by any of the Commissioners. Commissioner Rieck stated that he will not be seeking another four-year term as a commissioner and intends to resign his position (Position #1) as a commissioner before the end of this calendar year. Commissioner Rieck cited being on the Board for 14 consecutive years and desires both a chance for the Board to have some “new eyes” as well as relax his personal schedule to spend more time with his family. Position #1 is up for election in the May 2019 election, and there are big decisions to be made for the District over the next few years. Commissioner Rieck stated for him this time seemed like an advantageous time to step down from the Board in order to get a new Commissioner on board and up to speed. Mr. Grimm stated the Board will need to decide upon a process to appoint new Commissioner (assuming the Board chooses not to leave the position vacant until the May 2019 election). Discussion in an open public meeting will begin at the Board’s meeting in September. Commissioner Conrad requested that Board position succession should be on the September meeting agenda. The Board’s consensus was today’s meeting today went well.

7.0 – ADJOURNMENT

There being no further business to discuss, Commissioner Reiersen moved to adjourn the meeting. Commissioner Conrad seconded the motion, and it was approved unanimously. Chair Hoffman adjourned the August 15, 2018 Regular Board of Commissioners meeting at 6:14 PM.

Respectfully Submitted,

Approved:


 Michael W. Grimm, P.E.
 Acting Secretary

