

**WEST SLOPE WATER DISTRICT**  
Regular Board of Commissioners Meeting  
July 13, 2022  
**Meeting Summary**

**CALL TO ORDER**

Present on Virtual Meeting: Chair Paul Schuler, Commissioners Ramesh Krishnamurthy, Susan Meamber, and Andy Smith

Management Staff: Michael Grimm, General Manager; Wendy Irwin, Finance & Customer Service Manager

Absent: Commissioner Carol Wild

Public: None

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**1.0 – CALL TO ORDER**

Chair Schuler called to order the regular meeting of the West Slope Water District Board of Commissioners at 5:03 P.M., Wednesday, July 13, 2022. The meeting was held through Zoom remote teleconferencing technology. The public was made aware of the meeting through the District’s website (the meeting agenda and Zoom meeting link were posted on the website).

**2.0 - PUBLIC COMMENTS/COMMUNICATIONS**

Mr. Grimm stated the District had received no public comments by email, letter or telephone for the Board to consider.

**3.0 – CONSENT AGENDA**

Commissioner Meamber made a motion to accept the Consent Agenda Items 3.1 through 3.8. Commissioner Krishnamurthy seconded the motion, and the motion passed unanimously (4-0).

**4.0 – DISTRICT ACTIVITIES**

**4.1 – General Managers Report**

Mr. Grimm highlighted several key issues from the General Manager’s report:

- Long term source of supply: Portland and their wholesale customers continue to work through a series of issues as the FCS Group continues to add small elements into the rate model. One issue is the unused portion of the Portland’s capacity (aka the Portland Reserve Capacity) and who will cover the cost for capacity vacated by three current wholesale customers leaving Portland in 2026 and how much will be covered by Portland and by the wholesale customers. Chair Schuler asked if Portland is planning to pass some costs on to wholesale customers would the City also “give back” to wholesale

- customers if demand on the reserve capacity increases. Portland did not commit to a process or an amount that would be credited back to customers as that element has not been fully determined by the consultant ... a topic for the August meeting with Portland.
- Beaverton-Hillsdale Hwy Water Main Project: Bid documents will be advertised on July 25 for this project, a mandatory pre-bid meeting will be held August 11, and the bid opening date is August 25. The bid opening meeting will be virtual. The Board of Commissioners will need to convene a Contract Review Board meeting in early September. Once the contractor is selected with a Notice to Proceed, the contractor will have roughly a year to construct the pipeline as accommodations in the bid documents accounts for the long supply chain issues (6-8 months) for contractors to acquire the necessary materials for the job. Chair Schuler asked if the District was able to resolve the permit issues with ODOT. In principle, ODOT has agreed to approving a permit and the proposed traffic control plan (TCP) developed by AKS Engineering and Forestry, but the contractor will/can modify the permit and TCP with ODOT based on constructability issues. Commissioner Krishnamurthy asked about intersection control devices, and Mr. Grimm responded that ODOT is insistent about replacing traffic loops in the pavement with pole-mounted laser devices when intersection controls are disturbed.
  - The District continues to work with 120Water on gathering the information they have requested.
  - The District met with Greg Jackson with SDAO/SDIS on improving security at the District office and utilizing a matching grant from the Safety & Security Grant Program. In addition to submitting an application for the District's arrowboard device, the District could include external surveillance cameras and a secure gate for the maintenance yard in our application.
  - The District will be meeting with two technical firms regarding the creation of a "Zoom Room" to upgrade the District's conference room for hybrid meetings.
  - Mr. Grimm mentioned the Water Quality Report post card was printed with key information in Spanish on how to access the full report. Later this summer, the District will meet with the District's graphics designer to determine how more of the District's content can be printed in other languages. Staff has commented that there may be other ethnic cultures besides in Spanish.

Commissioner Smith left the meeting at 5:26 pm.

Chair Schuler asked about Mr. Grimm's appointment/rotation as the chair of the Water Managers Advisory Board (WMAB) and will that be time consuming or beneficial. Mr. Grimm stated he believes it will be beneficial for combining the large group of small wholesale customers together as a unified group. The time commitment for the Chair's role is only slightly more than the commitment for simply attending the meetings and staying engaged in the issues of the WMAB group.

#### 4.2 – Public Records Request Policy – Board Resolution

Ms. Irwin pointed out some changes to the State's public records request laws since the District's last update of its own policy in 2008. Ms. Irwin proposed specific changes to the District's policy including an increase in fees the District can charge the requesting agent that is allowed by State law (overhead charges for document preparation). Ms. Irwin also stated the new revisions would be posted to the District's website so the public can request documents through the website. Commissioner Krishnamurthy made a motion to approve Resolution #08-2022 to amend the District's public records request policy as presented. Commissioner

Member seconded the motion, and the motion passed unanimously (3-0). Chair Schuler thanked Ms. Irwin for her work to update this policy.

**5.0 – COMMISSIONERS COMMUNICATIONS**

Commissioner Meamber gave a brief summary of the Bull Run Watershed tour she attended today. No other agenda items were presented for this meeting. Commissioner Krishnamurthy asked about meeting in person, and Mr. Grimm stated as soon as the District is able to upgrade the conference room as described today in Agenda Item 4.1, in-person / hybrid meetings can begin for the Board of Commissioners. The Board consensus was the meeting went well ... especially being one of the fastest meetings in recent history!

**8.0 - ADJOURNMENT**

There being no further business to discuss, Commissioner Meamber moved to adjourn the meeting. Commissioner Krishnamurthy seconded the motion, and the motion was approved unanimously (3-0). Chair Schuler adjourned the July 13, 2022 Regular Board of Commissioners meeting at 5:40 PM.

Respectfully Submitted,

Approved:



Michael W. Grimm, P.E.  
Acting Secretary



