

WEST SLOPE WATER DISTRICT
Regular Board of Commissioners Meeting
November 15, 2016
Meeting Summary

CALL TO ORDER

Present: Chair Noel Reiersen, Commissioners Charles Conrad, Donna Davis, Micky Hoffman, and Bob Rieck

Absent: None

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

Public: None

1.0 – CALL TO ORDER

Chair Reiersen called to order the Regular meeting of the West Slope Water District Board of Commissioners at 4:56 P.M., Tuesday, November 15, 2016.

2.0 - PUBLIC COMMENTS/COMMUNICATIONS

The District received no public comments or communications to be brought before the Board.

3.0 - CONSENT AGENDA

Commissioner Rieck made a motion to approve the Consent Agenda, and the motion was seconded by Commissioner Hoffman. The motion passed unanimously.

4.0 - DISTRICT ACTIVITIES

4.1 – Operations Report: Mr. Grimm commented the District is seeing the normal winter season decline in water demand. Portland Water Bureau (PWB) released the lead and copper test results for the October 2016 Joint Monitoring Plan (JMP). The single sample collected in the West Slope WD system was found to have 2.1 parts per billion (ppb) lead. The EPA Action Level for 90% of all JMP samples collected (over 100 samples) is 15 ppb. The 90th percentile for all JMP samples collected is 17 ppb, 2 ppb over the EPA Action Level. A discussion took place reviewing the origins of the JMP, the origins of the non-optimized corrosion control plan Portland was able to negotiate in the 1990s with the Oregon Health Authority (OHA) & EPA, and the issues related to the Flint, MI lead crisis. The lead results from this round of sampling will accelerate discussions between OHA, EPA and Portland for true optimized corrosion control. Portland is currently near the end of a large corrosion control study led by national experts, and those preliminary results should be available by early Spring 2017. Mr. Grimm also mentioned

the PWB forwards to him the test results of District customers who request a lead sample kit through the regional "lead line". None of the samples that have been tested have shown high levels of lead which is very good. It should be noted the District does not know what kind of piping exists in the homes where a lead test kit is requested. Commissioner Conrad asked what kind of chemical is currently added for corrosion control treatment by the PWB. Mr. Grimm stated caustic soda is currently added at the Lusted Hill Facility. Most systems throughout the country use hydrated lime to raise the pH and add alkalinity (as calcium carbonate or CaCO₃). The corrosion control study report due in early Spring 2017 should have a recommendation for new treatment, possibly hydrated lime.

4.2 – Green Tank / SW 73rd Avenue Pipe Project: Mr. Grimm provided an update to the Board packet project status:

- The vault work is supposed to be complete by the end of the month or in early December.
- The contractor's retaining wall shoring plan is not fully approved by MSA and their sub-consultants, but the District believes approval is close at hand.
- The contractors are still behind the overall schedule and will likely be working solidly through the winter and spring with little to no "slack time" in the schedule.
- The contractors have not obtained signatures from the private property owners (Florence Dibenedetto and Keith & Michelle Blackerby) for the use of their property by the contractors despite repeated encouragement by the District to obtain signed documents.

4.3 – Beaverton Rights-of-Way Fee Update: Ms. Dawes explained the first water bill that includes the R-O-W fee should be mailed out within the next few days. The process has been more complex and troublesome than originally anticipated but those hurdles are being resolved through the process. So far, the District has not been flooded with a lot of customer comments or complaints about the City's fee. Most of the comments received have been related to either astonishment the customer lived in Beaverton and what the City plans to do with the money. Customers with these questions and comments are referred to the City for answers.

4.4 – Review of Work Session Topics: Chair Reiersen reminded the Board there is a work session scheduled for 9 AM, Monday, November 21 at the TVF&R Fire Station #60 to review the District's upcoming tasks and priorities. Mr. Grimm reviewed a reformatted list of tasks from August 2016 and stated the Board will want to discuss the priority and relative importance of the tasks. Mr. Grimm stated a new version of this list will be sent electronically to the Board prior to the November 21 meeting. The new list will have an update status to the tasks and will be broken out by tasks the District is obligated to complete vs. tasks the District desires to complete but are not obligated to complete. The Board will also have a chance to review a strategic goal of establishing partnership cooperation with neighbors like Tualatin Valley WD. Other work sessions topics include a brief introduction of infrastructure resiliency for earthquake protection and a review of sample performance evaluation tools the Board can use to evaluate the General Manager if they so desire.

4.5 – Oregon Ethics Law Policy Adoption: Mr. Grimm stated as part of the Special District Association of Oregon (SDAO) Best Program and Best Practices checklist, the District must have an ethics policy covering the Board of Commissioners both collectively and individually. SDAO provided a template policy which can be used by special districts to adopt a resolution to establish ethical standards of conduct for District elected officials. Mr. Grimm presented Resolution 07-2016 (Attachment 4.5.1) for the Board for the adopt which addresses the issues

of financial gain and gifts received by elected officials as well as identifying and resolving conflicts of interest for individual elected officials. Commissioner Rieck made a motion to accept and adopt Resolution 07-2016 as presented without change. Commissioner Conrad seconded the motion. There was no additional discussion. The Resolution passed unanimously. Mr. Grimm stated he would notify SDAO of the Board's action to adopt the policy in response to completing the Best Practices checklist.

4.6 – Powell Butte Facility Cost Allocation: Mr. Grimm stated that he and Paul Matthews from Tualatin Valley WD met with staff from the Portland Water Bureau to present the wholesalers cost allocation proposal. The proposal appeared to be well received in concept, and the next step for the Bureau is to run their rate models with this cost allocation proposal and respond to the wholesalers group. No timetable was discussed for a response, but it is known the Bureau desires to have a wholesale water rate established for FY2017-18 as soon as possible. This item was presented to the Board for information only.

5.0 – COMMISSIONERS COMMUNICATION

In response to a past question by the Board, Mr. Grimm contacted Eileen Eakins regarding the public records definition of "marginal notes" made by Board members in their Board packet. Ms. Eakins stated technically those kind of comments could be considered public record, but she is not aware of any districts who collect and retain Board member packets or have been asked to surrender such packets. Her recommendation is for each Board member to maintain their own file of notes or comments which could be provided to the District if requested by the public.

Mr. Grimm reminded the Board the positions held by Commissioners Hoffman, Conrad, and Chair Reiersen will be up for election in the May 16, 2017 ballot for four-year terms from July 1, 2017 to June 30, 2021. Key deadlines in 2017 are:

February 4: Districts notify County Elections of upcoming election

March 16: District candidates file with County Elections official

March 20: Candidates file statements with County Elections official

Two legislative training days are available for Board members to attend: 1) SDAO Legislative Day – Friday, January 6 (Chair Reiersen and Commissioner Davis were interested in attending; 2) OWUC Legislative Symposium – Thursday, January 12.

ADJOURNMENT

There being no further business to discuss, Commissioner Conrad moved to adjourn the meeting. Commissioner Davis seconded the motion, and it was approved unanimously. Chair Reiersen adjourned the November 15, 2016 regular Board of Commissioners meeting at approximately 6:27 PM.

Respectfully Submitted,

Approved:



Michael W. Grimm, P.E.

Acting Secretary

