

SOUTH FORK WATER BOARD  
MINUTES OF BOARD MEETING  
February 12, 2009

Board Members Present: Patti Galle, West Linn Mayor, Chair  
Alice Norris, Oregon City Mayor, Vice-Chair  
Jody Carson, West Linn Councilor  
Daphne Wuest, Oregon City Commissioner  
Scott Burgess, West Linn Councilor  
Rocky Smith, West Linn Councilor

Board Members Absent: None

Staff Present: John Collins, SFWB General Manager  
Kim Brown, SFWB Staff

Others Present: Laura A. Schroeder, SFWB Attorney  
Alice Richmond  
Janelle Sisson

### General Board Meeting

(1) **Call to Order**

**Chair Galle** called the meeting of the South Fork Water Board to order at 6:11 p.m.

(2) **Public Comments**

**Alice Richmond** asked when work would begin on the Old Bridge.

**Vice-Chair Norris** responded that to the best of her knowledge the work would likely be completed at the end of 2009 and was now an eighteen-, not a nine-month project.

(3) **Consent Agenda** - Approval of minutes of the January 8, 2009 Board Meeting.

**John Collins, SFWB General Manager**, advised that the vote for the approval of the November 13, 2008 meeting minutes should be corrected to read, "~~4-0-1~~ 6-0-0".

**Board Member Carson** also noted that Rocky Smith was not a West Linn, but an Oregon City Councilor.

**Vice-Chair Norris moved to approve the January 8, 2009 meeting minutes as corrected. Board Member Carson seconded the motion, which passed unanimously.**

The order of the agenda was changed so that the SFWB Master Plan Update could be presented at this time.

(8) **Business of the Manager**

1) Proposal for SFWB Master Plan Update

**John Collins** explained that he had moved this agenda item so Mr. Kreft of Montgomery Watson Harza (MWH) Global could provide an overview of the SFWB Master Plan and the services to be provided by MWH. He would then request the Board's approval of the contract.

**Pete Kreft, Principal Engineer, MWH Global**, reviewed the reasons for the Master Plan Update and the key elements proposed via PowerPoint presentation. Two primary elements of the Master Plan were the protection of South Fork's water rights and ensuring that South Fork could use its site as it wanted and avoid the restriction of any future potential uses.

- A 3-D graphic, completed by MWH for Tri-City Wastewater Treatment Plant as part of a conditional use Application process, was displayed to help people understand how the ultimate build out of a Master Plan might look.

**Mr. Collins** explained that the facilities plan and land use application went together to form the Master Plan the City expected to see as part of its own land use planning.

**Mr. Kreft** and **Mr. Collins** responded to comments and questions from the Board as follows:

- Different documents would be produced as part of the Master Plan, including a five- to ten-year facilities plan for the City of Oregon City, and a Capital Improvement Plan (CIP) for the whole South Fork system, projected out 40 years, which would include off-site piping, lift station and on-site treatment improvements.
- Getting Master Plan approval from the City would allow for managed growth, maintaining a design to streamline future land use applications and ensure no disagreement about what particular land use issues might occur.
- The Master Plan is so important, that he negotiated with MWH the allotment of two additional meetings so he and Mr. Kreft could give presentations to either city once SFWB approved the Master Plan.
- He stated he was looking for input on the Master Plan from multiple arenas and intended to involve the existing citizens' advisory group and to hold several meetings with the Board. He would also invite input from the Neighborhood Associations
  - All technical documents would be offered for review and comment by the City's Engineering Department as well as the consultant engineering firm.

**Board Member Burgess** motioned to approve that the General Manager negotiate the contract for Master Planning with MWH Global. Vice-Chair Norris seconded the motion.

**Board Member Burgess** understood that a strong team was involved and that most of the Board members were familiar with the consultant team. He believed it was a strong proposal, especially since the team had worked with each individual city, as well as South Fork..

**Chair Galle** believed the Master Plan was very comprehensive .

**Mr. Collins** clarified that he and Mr. Kreft would return to seek the Board's direction and approval as work on different segments of the Master Plan progressed, adding that several important and political issues would need to be determined by the Board. He assured that Board Members would have lots of opportunity for input on the process.

**Motion passed unanimously.**

**(4) Appointment of Budget Officer**

**John Collins** explained that State law required naming a Budget Officer. Historically, the General Manager had filled that role, so he asked that the Board appoint him Budget Officer for the 2009/10 fiscal year.

**Vice-Chair Norris moved to appoint General Manager, John Collins as South Fork's Budget Officer. Board Member Smith seconded the motion, which passed unanimously.**

**(5) Approval of Fiscal Year 2009/10 Budget Schedule**

**John Collins** stated that Oregon budget law also required the approval of a budget schedule. A copy of the proposed schedule, similar to past schedules and approved by Finance Director David Wimmer, was presented for the Board's review. The Budget Committee meeting was scheduled for Thursday, April 9, 2009, a normal Board meeting night, with a public hearing and adoption to follow on Thursday, May 13, 2009. He recommended approving the budget schedule as presented.

**Board Member Carson moved to approve the 2009/10 Budget Schedule. Board Member Burgess seconded the motion.**

**Board Member Burgess** asked if some flexibility existed should the Board need more than one meeting.

**Mr. Collin** responded that he had sought a May public hearing date to leave a contingency meeting for June. If a special meeting was needed, the budget could still be republished. Otherwise, he felt comfortable with the schedule as presented.

**Motion passed unanimously.**

**(6) Appoint Citizen Representatives to the South Fork Budget Committee**

**John Collins** explained that in accordance with State budget law, the Budget Committee had six elected members from the South Fork Water Board and that six additional seats were allotted to three community members from Oregon City and three from West Linn. He recommended the following appointments for the Board's consideration:

- Former Board Member Damon Maybee to replace Anders Rasmussen, who left in the second year of a three-year term for Oregon City.
- Ross Church for the first year of a three-year term for Oregon City. Mr. Church is a longtime Citizen's Advisory Group and former Budget Committee member.
- For the City of West Linn, Ed Keonjin, a charter member of the Citizen's Advisory Committee, as well as a solid contributor to South Fork.

**Board Member Burgess moved to appoint Damon Maybee, Ross Church and Ed Keonjin as members on the Budget Committee. Vice-Chair Norris seconded.**

**Board Member Wuest** asked whether such positions were posted, such as on South Fork's website, and how the average citizen would know that opportunities existed to serve.

**Mr. Collins** agreed that was a good point and explained that typically he sought suggestions from the Board, citizens' advisory groups and neighborhood associations. Recommendations for Advisory Committee appointees came from other Advisory Committee members, neighborhood associations, through South Fork's watershed tours, and anyone he could talk to in order to spread the word.

- Last year alone, he spoke at three neighborhood association meetings and invited each president to South Fork's watershed tours.

**Board Member Burgess** explained that Budget Committee positions were included in the normal boards and commissions advertisements for the City. This was just one of many positions available. He suggested a better job could be done of getting the word out about open positions on the Citizen Advisory Group by working with the cities. He did not believe openings on the Citizen Advisory Group were advertised.

**Vice-Chair Norris** learned over the years that interest grew in water issues through the things that Mr. Collins mentioned. The watershed tours were especially helpful as a recruiting tool, which she thought was a good thing. She recommended advertising Citizen Advisory Group openings on the SFWB website or in newspapers.

- She noted that Mr. Collins consulted the Board regarding appointments.

**Mr. Collins** agreed that open positions could be posted on the SFWB website in the future.

**Motion passed unanimously.**

#### **(7) AWWA Annual Conference and Exposition**

**John Collins** explained that Board members had previously taken the opportunity to attend the American Water Works Conference and Exposition, which would be held June 14-18, and asked who on the Board might want to attend, noting that the training budget allowed for two Board members to participate.

- He added that the conference had extensive product displays for membrane filtration, UV, ozone, etc. The conference also provided the opportunity for Board members to meet and network with other elected officials, as well as discuss water issues and strategies.
- A decision was needed in the next couple weeks as incentives existed for early registration.

Chair Galle and Board Members Wuest and Carson expressed interest in attending the conference.

**Board Member Burgess** stated that if someone else from Oregon City did not want to go, Board Member Carson was welcome to attend, but certainly having someone from each community was best.

**Mr. Collins** stated that funds were already allotted in last year's budget for two Board members to attend, but he could try to find funding for three, if so directed.

The Board consented that having only two Board members attend was acceptable.

**Board Member Wuest** stated she would let Mr. Collins know next week if she could not attend.

**Board Member Smith** voiced an interest in attending, but asked if sending a more experienced person was more beneficial than a new Board member.

**Mr. Collins** replied that the benefits were equal to both new and experienced elected officials, because an orientation is offered for new public officials with classes for their veteran counterparts. The conference was really geared toward helping officials integrate their skills for dealing with water issues.

**Board Member Smith** stated he would see what worked best scheduling-wise, and would follow up with Board Member Wuest about who would attend on Oregon City's behalf.

(8) **Business from the Manager**

1) **Proposal for SFWB Master Plan Update**

2)

Having addressed the Master Plan Update, Mr. Collins continued with his two remaining items, noting that SFWB Attorney, Laura Schroeder also wanted to address the Board.

2) **Potential Projects for Economic Stimulus Funds**

**John Collins** reported that South Fork had filed two applications with the Oregon Community and Economic Development Office, meeting the February 2, 2009 deadline. Two projects were identified and he had prepared a one-page summary for each project per Chair Norris' request.

**Mr. Collins** reviewed the two projects, which he believed were well justified, as follows:

- Replacing the 50-year-old raw water line running from the pump station to the treatment plant, also identified as the next major project in the CIP.
  - This project clearly fit the criteria, benefitted public health and could be shovel ready within 120 days. Total estimated cost for the project is \$2.5 million.
- Installing 800 ft. of 42-inch ductile iron pipe between Cleveland St and Hiram Ave, off the line running to Hunter Ave. Once installed, the existing 30-inch pipe would be realigned with HDPE, a high-density plastic liner, to provide South Fork with a redundant source. This project would also be shovel-ready in 120 days.
- He explained that funding was not guaranteed; apparently \$2 billion was directly earmarked for water funds. Oregon's share was estimated at approximately \$28 million.
- The State's Revolving Fund would be the vehicle used to disperse the funds through the Oregon Health Division, which would evaluate the water projects. A \$6 million cap existed for any one project, so he wanted to ensure that letters were being sent to local as well as federal elected officials.

- He was excited about the projects and considered the \$2,000 expense of putting the applications together a good investment considering the possible return of \$3.5 million.

**Vice-Chair Norris** responded that there were 90- and 120-day criteria, based on an update she received today. Additional criteria might be coming, and she cautioned Mr. Collins to be prepared to satisfy them all.

### **3) Reservoir Construction Update**

**John Collins** was happy to report that inspection of the west wall revealed no damage to the building and no cracks in the concrete following penetration into the facility, which was a previously identified area of concern. Concrete was expected to be poured the next morning with the facility back online within 10 days.

### **4) SFWB Attorney's Report: Laura Schroeder**

**Laura Schroeder SFWB Attorney** reported that, per the Board's direction, she had completed the negotiation language of the settlement agreement on the priority issue with the Oregon Water Resources Department. The document had been circulated via email through Mr. Collins, and was ready for Board's signature.

- She offered to answer any questions, noting that other issues regarding the litigation strategy, contested case and representation would be discussed in Executive Session.

**Vice-Chair Norris moved that the South Fork Water Board sign the contract regarding the settlement agreement with the Oregon Water Resources Department. Board Member Smith seconded the motion, which passed unanimously.**

### **(9) Business from the Board**

There was none.

### **(10) Adjourn Meeting**

The February 12, 2009 meeting of the South Fork Water Board adjourned at 7:02 p.m.

### **(11) Executive Session –Adjourn regular meeting and convene Executive Session.**

- (A) To conduct deliberations with persons designated by the governing body to carry on labor negotiations pursuant to ORS 192.660 (2)(d).
- (B) To consider information or records that are exempt by law from public inspection pursuant to ORS 192.660 (2)(f).
- (C) To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed pursuant to ORS 192.660 (2)(h).

Respectfully Submitted,

By Paula Pinyerd, ABC Transcription Services, Inc.  
for John Collins, SFWB General Manager