

SOUTH FORK WATER BOARD
MINUTES OF BOARD MEETING
July 22, 2020

Board Members Present: Russ Axelrod, West Linn Mayor, Chair
Dan Holladay, Oregon City Mayor, Vice Chair
Rocky Smith, Oregon City Commissioner
Frank O'Donnell, Oregon City Commissioner
Richard Sakelik, West Linn Councilor

Board Members Excused: Bill Relyea, West Linn Councilor

Staff Present: John Collins, SFWB CEO
Christopher Crean, SFWB Legal Counsel
Wyatt Parno, OC/SFWB Finance Director

Others Present: Alice Richmond, SFWB Citizens Advisory Board

General Board Meeting

(1) **Call to Order**

Chair Axelrod called the meeting of the South Fork Water Board to order at 6:06 pm.

(2) **Roll Call**

(3) **Public Comments**

Alice Richmond, SFWB Citizens Advisory Board, read the following sentence from Mr. Odell's comments toward the bottom of Page 2 of the May 27 minutes, "The idea was to lay the new drain line and raw water line together where the 24-inch drain line was to fit into the easement and to avoid disturbing the existing pipe." She believed the sentence needed to be clarified by replacing the word "disturbing" because it implied something hazardous was wrong with the pipe, which was being preserved for maintenance on the new pipe. She and Mr. Collin talked about the purpose of saving the pipe, but "disturbing" the pipe made her think there was asbestos, like when West Linn had issues in the Robinwood neighborhood.

Chair Axelrod stated he did not see anything substantive that needed to be changed on the May minutes, which were already approved by the Board.

Mr. Collins confirmed that to his knowledge, no correction was needed. He confirmed that he and Ms. Richmond had a good conversation after the May 27 meeting, and he had clarified that no asbestos pipes were in South Fork's system, and what "disturbed" meant in the nomenclature of the water treatment industry when speaking about removing, replacing, and repairing pipe. He believed Ms. Richmond was just acknowledging her opinion on that issue.

Ms. Richmond stated "disturb" implied the pipe had asbestos. People would think it was an asbestos pipe, but it was not; the pipe was being preserved to facilitate future maintenance as needed. She wanted the Board and Mr. Parno to be aware of what was being indicated.

(4) **Consent Agenda**

(A) Approval of the Minutes of the June 24, 2020 Board Meeting.

Board Member Holladay moved to approve the Consent Agenda. Board Member Smith seconded the motion, which passed unanimously.

Chair Axelrod noted he would submit corrections to Staff regarding a couple typos he found.

(5) **SFWB Apprenticeship Program Update**

John Collins, CEO, stated the Apprenticeship Program was a great idea, but Staff had more work to do. He would continue to update the Board on their progress. He and Mr. Crean were working with another attorney from Mr. Crean's staff to answer some more legal questions. The program was totally doable and exciting for South Fork. He wished he had more news, but Staff was getting everything done that was possible. He just wanted to keep the program on the table and keep talking about it.

Chair Axelrod noted COVID-19 did not help make it any easier. He asked if the intent was to have the program aligned with the school year this fall and if the program would be ready for that, or was the program to be tied to the school.

Mr. Collins replied he was not sure, noting that as suggested by a couple Board members, he had tried reaching out to work with the school, but no return email or phone call had been received, likely due to COVID-19 related issues. Staff would keep trying to reach the school to discuss the program and he would keep the Board updated.

(6) **Update on SFWB Pandemic Preparedness**

John Collins, CEO, reported that South Fork was well stocked into the first quarter, thanks to Federal monies, and SFWB was eligible for a little more grant money. He had been working with Wyatt Parno's office a lot over the last couple of days, and they making some progress. He believed South Fork would recapture the majority of its expenditures in the last six weeks.

Staff created a poor man's version of an air scouring system with box fans and MERV 13 filters, and every day the whole team looked for better surroundings and better working conditions. In that respect, the team was doing the best it could, and he was proud of what had been done and what the team would do.

Chair Axelrod asked if acquiring PPE supplies was going well, noting many people were reporting shortages because Texas, California, Florida, and other states were using up supplies.

Mr. Collins noted he reported last month, SFWB had enough PPE supplies to confidently get through this calendar year, and now he was equally as confident there were enough to get through the first quarter of 2021. South Fork had 10 employees and more than 2,000 masks, gallons of hand-sanitizer, infrared thermometers and plenty of rubber gloves, so South Fork was in really good shape as far as the resources it needed.

(7) **Employment Contract for Wyatt Parno**

John Collins, CEO, stated he and Mr. Crean had worked with Mr. Parno on the contract, and Mayor Holladay and Mayor Axelrod were appointed to be the representatives for the Board to get the contract as presented. He believed it was safe to say that everyone was on the same page and in agreement; however, he left a recital for an Executive Session, if needed. It was his hope and strong desire to move forward with the contract.

Board Member Holladay moved to approve the employment contract for Wyatt Parno. The motion was seconded Board Member Smith and passed unanimously.

Chair Axelrod congratulated Mr. Parno, adding the position was so deserving and would be a great future for Mr. Parno and the Board. He noted Mr. Parno should be really proud of it. He believed the entire Board was really proud of Mr. Parno for stepping up and filling in. He noted Mr. Parno had big shoes to fill, and, whoever was around, the Board looked forward to this venture with Mr. Parno.

Wyatt Parno, OC/SFWB Finance Director, thanked Chair Axelrod and the Board. He could not express how thankful he was for the Board's trust in him, and the opportunity to serve the Board, the residents of West Linn, Oregon City, and the remaining 70,000+ residents and growing. He noted he was very familiar with the road map the Board had put together over time, and added that Mr. Collins and everyone was amazing. In getting to know each of the Board Members individually, he noted the talent and experience that each member brought to the Board was second to none. He hoped the Board would all be around for a long time to support him in this endeavor. SFWB would maintain its existing facilities and move into the future with good facilities, growing to meet South Fork's needs and be seismically sound.

While a tall order, he was excited and prepared for it. With the Board's help, they would get things done. Two years ago, he had no idea that he would take a change of course in life to work and serve water, the life giving source for people. He noted he owed a big thanks to Mr. Collins for letting him be a part of Mr. Collins' vision. He thanked everyone.

Vice Chair Holladay added he was super excited, too.

Chair Axelrod believed those were the sentiments of the entire Board, noting he was seeing heads nodding.

(8) Business from the CEO

1) Update on SCADA Project

John Collins, CEO, reported Staff had made great strides on the SCADA project, noting three meetings had been held, two virtual and one site visit. Staff had already issued a Purchase Order to procure the needed equipment, picked a software vendor, and had been formalized a projected calendar that accounted for some adjustments due to COVID issues. The architecture portion would take 60 to 90 days, and then the RFP/RFQ combo would go out for the chemical feed building proposal because then they would know how the system could be integrated. His goal was to get the building designed, and Mr. Parno would get to build it. The SCADA system was all systems go. It would be done within budget and take three or four months to complete.

2) Update on Shovel Ready Projects (follow up from May 2020 Board meeting)

John Collins, CEO, reported he worked with Mr. Crean and his firm on the legal work to make sure South Fork could hire Lee Odell of Odell Engineering, and that deal was being inked tonight. SFWB was on Mr. Odell's schedule, and Mr. Odell would start working with Mr. Parno to look at the best financial options for South Fork's future. He was really excited about that, and noted things were going well.

(9) Business from the Board

There was none.

(10) Executive Session –Adjourn regular meeting and convene Executive Session if needed.

No Executive Session was held.

- A. To consider the employment of a public officer, employee, staff member or individual agent pursuant to ORS 192.660 (2)(a).
- 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).
- (11) **Reconvene Regular Meeting if needed to take any action necessary as determined in Executive Session.**

Chair Axelrod adjourned the regular meeting at 6:33 pm.

Respectfully Submitted,

By Paula Pinyerd, ABC Transcription Services, LLC.
for John Collins, SFWB CEO