

# Crystal Springs Water District

## Domestic Water System

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May 16, 2019

President Bill Munk called the May Board meeting to order at 3:03pm. Other commissioners present were Eric Cederstam, Mike McCafferty, Larry Brown, and Antonio Baptista. Non-members present: Jim Shaver of Pace Engineering, Attorney Mark Womble, Superintendent Fred Schatz, and Office Manager Brian O'Shaughnessy.

President Munk opened and closed the Public Comment period at 3:03. No members of the public were present.

Commissioners unanimously approved the April 2019 regular meeting, Executive Session, and work session minutes, with suggested change to work session minutes. (Brown/Baptista)

Superintendent Schatz presented the April 2019 Treasurer's Report, providing an overview of revenues by category: residential, industrial, fire, and LIRA. He also reviewed current expenditures, along with capital outlay plans. (Cederstam/McCafferty)

Superintendent Schatz provided an overview of April bills paid. The Board unanimously approved payment of the April 2019 bills. (McCafferty/Baptista)

In "Old Business," the Board was presented a draft of an employment agreement for Superintendent Schatz that showed both additions and redactions to the original agreement. The Board reviewed the agreement and decided to conduct the Superintendent's evaluation after the regular meeting, in Executive Session.

In "New Business," the following were discussed...

There were no new water service applications for April.

Jim Shaver of Pace Engineering presented a project status report on the West Side Reservoir/transmission main. Phase 1 is nearly completed, with only the surface restoration remaining. For Phase 2, Pace is currently waiting on easement negotiations to realign the waterline. Superintendent Schatz is working with a property owner to determine the value of the trees that will need to be removed. Once an agreement has been finalized, Pace can complete the design, prepare the documents to submit to the Health Division and County for review and authorization, then put out to bid. (See attached)

In addition, Jim provided an update on the Central Vale Drive waterline replacement project. The bore under Highway 35 has been down for the past couple of weeks due to an equipment malfunction at 215 feet of 280. Once drilling resumed, they hit a rock. Pace will keep the District informed of progress to date.

In General Services, Pace reviewed the Ehrck Hill Drive Bridge plans and specifications for readiness to bid, water rights review for proposed hydro project, reviewed PRV upgrade estimates, and conducted Odell Water Company boundary research. They will also address any additional issues as they arise.

Regarding the South Reservoir, Jim stated that both the field and office work are complete. Pace has begun preparation of base maps from site survey and continued preparing environmental information documentation. In the next two weeks they plan on assisting the District in obtaining appraisal services for property valuation once any remaining issues are completed, begin final design process once base map is complete, and identify reservoir site area for the Hood River County Forester.

Superintendent Schatz presented the Superintendent's Report, addressing the maintenance crew's progress on meter/valve replacements, and pipe projects. There were 29 meters replaced, 2 new hydrants installed, two services changed over to new main on Neal Creek, and 1300' of 6" C900 installed on Berry Road. Superintendent Schatz is following up on additional environmental engineering contractor leads for reviewing the District's sampling program but has been unsuccessful to this point. He also stated that the owners of Odell Water are working on a new proposal for the Board to consider

The Board adjourned to Executive Session at 4:22pm for the Superintendent's performance evaluation (ORS 192.660 (2)(i)). The Board returned from Executive Session to the May meeting at 5:05pm.

The Board unanimously recommended a 3.3% COLA and 4% merit raise for the Superintendent's 2019-2020 salary. (McCafferty/Cederstam)

The Board meeting was adjourned at 5:12pm by unanimous consent.

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Bill Munk                      President

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Antonio Baptista                      Secretary