

# Crystal Springs Water District

## Domestic Water System

PO Box 186 / 3006 Chevron Drive Odell, Oregon 97044 Phone:(541)354-1818

December 19, 2019

President Mike McCafferty called the December Board meeting to order at 3:02pm. Other commissioners present were James Jans, Larry Brown, and Antonio Baptista by telephone. Non-members present: Jim Shaver of Pace Engineering, Attorney Mark Womble, Superintendent Fred Schatz, and Office Manager Brian O'Shaughnessy.

President McCafferty opened and closed the Public Comment period at 3:02. No members of the public were present.

The Board adjourned to Executive Session at 3:03pm to discuss the Odell Water Company asset purchase (ORS 192.660(2)(e)). The Board returned from Executive Session to the December meeting at 3:59pm.

Commissioners unanimously approved the November 2019 regular meeting minutes. (Brown/Jans)

Superintendent Schatz presented the November 2019 Treasurer's Report, providing an overview of revenues by category: residential, industrial, fire, and LIRA. (Jans/Brown)

Superintendent Schatz provided an overview of November bills paid. The Board unanimously approved payment of November 2019 bills. (Brown/Baptista)

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

There were no new water service applications for November.

The Board reviewed and unanimously approved Resolution (1920.03), establishing a Workplace Harassment Policy for the District, adopting the sample policy published by Oregon Special Districts Association. (Brown/Jans)

The Board also reviewed and unanimously approved Resolution (1920.04), establishing a Public Record Policy for the District. (Jans/Brown)

Commissioner Baptista presented a draft of his proposed text for either the "Letter to The Editor", or "Another Voice" in the Hood River News, explaining CSWD's rate increases to the Board for consideration. He provided various options on how it can be signed, if approved. It will be discussed further at next month's meeting.

Jim Shaver of Pace Engineering presented a status report on the West Side Reservoir/transmission main project. Pace has submitted Phase 2 plans to Hood River County for review and is still waiting for a response. Once the County has reviewed the plans, they will be sent to the Oregon Health Authority for review. Jim stated that Pace is hoping the project will go out to bid in early Spring.

Regarding the South Reservoir, Jim stated that Hood River County's legal department has not finished the review of lease and easement documents. Currently waiting for the review and Hood River Forestry's management report before the District will be on the agenda for the Hood River County Commissioner's meeting.

In General Services, Jim provided an update on Ehrck Hill Bridge waterline project. Pace attended the pre-construction conference for the project and expect construction to begin in January. In the next two weeks they expect to complete the Sperry/Berry drawings of record.

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, 2,690' of service line replaced, and a 6" mainline break on Kingdom Drive repaired. He also informed the Board that Industrial Systems has finished with the SCADA pre-design study and will be meeting over the next few weeks to discuss moving forward. In addition, the Superintendent assisted Parkdale Water Company in gathering data to complete the application for a water system feasibility study. The applications were submitted for both Parkdale and Crystal Springs Water District. If awarded, the grant will be \$20,000 for each of the organizations.

The Board meeting was adjourned at 4:40pm by unanimous consent.

---

Mike McCafferty      President

---

James Jans                      Secretary