

COLTON WATER DISTRICT
MEETING OF THE BOARD
MARCH 15, 2022

*The meeting was called to order at 6:00 p.m.

*Board Members Present: Ken Carroll, Alan Gross, Colin Wait, Teresa Bricker, Carl Stephens

*Others Present: Jan Kaforski, Manager, Pete Dostert, Superintendent, Dan Fraijo, Sid Gunter and Michael Gunter

*Sid Gunter requested approval to serve two lots outside of the district's boundary, but abutting the district's boundary, on the west side of Walton Rd. The request is for two three-quarter inch meters to be placed on Walton Rd. The main line is on Green Mountain Rd. Walton Rd. is a private road.

Carl Stephens made a motion to provide water to two, two acre lots outside of the district boundary on Green Mountain Rd. at Walton Rd. (common known as 19860 Green Mountain Rd.) and to further approve extending the main line to Colton Water District's engineering specifications as discussed. Colin Wait seconded the motion and the motion carried by unanimous vote of those board members present.

Jan Kaforski will provide Sid Gunter with water service agreement language so he can provide that to Clackamas County.

*Carl Stephens made a motion to approve the February 15th board meeting minutes and Colin Wait seconded the motion. The motion carried by unanimous vote of those board members present.

***Financial Report:** Carl Stephens made a motion to approve the Financial Report as presented and Alan Gross seconded the motion. The motion carried by unanimous vote of those board members present.

Carl Stephens made a motion to approve paying Dyer Engineers \$250 for work done to date. Teresa Bricker seconded the motion and the motion carried by unanimous vote of those board members present.

***Superintendent's Report:** Pete Dostert reported on by pass repairs and the 6" is not able to be done with a reducer. Pete said he will get cost estimates for ten inch ClaValves

Carl Stephens made a motion to approve the bid from Christensen Electrical in the amount of \$18,300 to hook up the electrical for the generator at the treatment plant. Alan Gross seconded the motion and the motion carried by unanimous vote of those board members present. The invoice is due within 30 days of job completion.

Colin Wait made a motion to approve Ed Starr's bid in the amount of \$2,000 to clean the tank at the treatment plant and the tank at Van Rd. Carl Stephens seconded the motion. The motion carried by unanimous vote of those board members present.

Discussion followed, as a future option, on having meters read by an outside source. Dan Fraijo provided information on the service he uses. The current cost is \$1.52 per meter, but there may be set up fees and it is double what the district's is currently paying on a monthly basis.

***Superintendent's Report, continued:** Discussion followed on purchasing a vehicle for district use. Jan Kafoski said she looked on line at state and federal surplus and nothing was appropriate. Pete said his van is running rough but it should be okay for a while longer.

Jan Kaforski looked into certification and qualifications for operator/treatment and distribution requirements. Currently an operator for distribution and treatment Level 1 needs 12 months' experience (full time) with no education or no experience with a 12-month certificate or A.A. degree in an approved program by Oregon Health Authority.

***Old Business:** Discussion followed on engineer Ryan Quigley's site visit to the treatment plant on February 16th. Ryan will prepare updated costs for the treatment plant and for the Oswalt Rd. proposed construction projects. Ryan will make suggested changes, as requested by staff, to expand the existing plant or to do a complete replacement.

Ryan will also look at the list of projects provided by Alan Gross for cost estimating purposes.

PSU income study – Alan Gross heard back from Ethan Sharygin at Portland State confirming that Colton is included in Tract 241 that takes in more than the district's customer base. Currently a \$70,757 income figure is being used for Tract 241.

Teresa Bricker reviewed revised DP 103.1 – Public Contracting. Colin Wait made a motion to approve the revised changes and to waive a second reading. Carl Stephens seconded the motion and the motion carried by unanimous vote of those board members present.

Update on Water/Fire job share – candidates have been interviewed and one could not make the interview so that has been rescheduled. Also, applications were reviewed again and the panel decided to interview another applicant. Both applicants will be interviewed on March 23rd. A special meeting will be held on Monday, March 28th at 6 p.m. to discuss the panel's recommended applicant.

Jan Kaforski requested changing the budget calendar to hold the budget meeting on May 17th with the regular board meeting since she will not be able to take vacation in May as planned due to a scheduled family surgery. Board members agreed to change the meeting date to May 17th at 6 p.m.

*The meeting adjourned at 7:39 p.m. to go into Executive Session pursuant to ORS 192.6(2)(i) to review and evaluate the job performance of the Manager, Superintendent and casual labor.

*The meeting reconvened to open session at 8:11 p.m. Ken Carroll made a motion to table employee raises/benefit discussion due to budgetary constraints with hiring a new person. Carl Stephens seconded the motion and the motion carried by unanimous vote of those board members present.

*The meeting adjourned at 8:20 p.m.