



## **PUD BOARD MEETING MINUTES**

**JUNE 14, 2011**

**PRESENT:** Tom Ashmore, Mike Elmore, Marla Skroch, Gene Tobie, Rod Peterson, Roger Prowell, Patsy Busick, Tom Peachey and Ben Beseda Jeb Miller and Lea Stephens.

**GUESTS:** Nathan Pope.

Meeting called to order at 6:30 pm by President Tom Ashmore.

Motion by Mike Elmore; second by Gene Tobie to approve the May 10, 2011 minutes and consent agenda. Motion approved 5 ayes, 0 nays.

**PUBLIC COMMENTS:** None.

**FINANCIAL REPORT:** Patsy Busick presented financial reports. With interest earned in May 31, 2011 of \$271.52, deposit of \$20,000 less \$10.06 service charge, the LGIP account balance was \$646,097.97. As of May 31, 2011, Columbia State Bank account balance was \$31,202.39. The balance of the CSB SDC checking account as of May 31, 2011 is \$12,211.11 and Connections checking account is \$9,009.64. The balance of the CSB Service Deposits account as of May 31, 2011 was \$16,914.34. Financials were approved as presented.

**ENGINEER OF RECORD REPORT:** Ben Beseda presented his Engineer of Record report.

**Sunrise Estates Apartments Addition:** Ben reported a plan submittal has been made to the City of The Dalles. At this time the PUD has not received a resubmittal of plans reflecting changes requested in our October 2010 letter. Ben has made the architect aware of the need for PUD review and approval of updated plans and payment of SDC's. Also made them aware of the fact that the SDC schedule was modified effective January 1, 2011. The new SDC's are \$43,000 for Phase 1 (14 units and \$62,000 for Phase 2 (20 units).

**Sagotech:** No new news from last month.

**Second Street Project:** Complete through preliminary design phase. Had several meeting with staff this month on various items and exploratory dig on Sixth Street for I-84 crossing/casing. Also did a walkthrough with TEC designer looking for trouble spots. Plans are to have final design and cost estimate complete by the end of June.

No other new items this past month.

Before Roger's Manager report, Jeb Miller gave the Board meeting a presentation of the backflow testing bench he assembled. There are four different backflow devices included in the testing table. The purpose is for the field staff to utilize it in keeping current with their testing skills and in future demonstrations to the public about which device they may need for a particular situation and the reason it is essential to have such a device. The City of The Dalles is getting closer to passing new ordinance regarding backflow and cross connection program. It is the intention of the District to mirror their program after the City of the Dalles. Jeb noted that some of the parts had been donated by vendors due to his communication with them about this project.

## **DISTRICT MANAGER'S REPORT:**

Roger Prowell presented his Manager's report.

CCR's were reviewed with Board for any comments. They will be mailed out on June 28<sup>th</sup> or 29<sup>th</sup>.

We will attack the hydrant on Chenowith Road next week with a hot tap scheduled for the 22<sup>nd</sup> of the month.

Has been a month without a lot of 'action'. Water sales were down considerable from previous years in terms of gallons pumped but revenues were still higher. I took a look at the *la Nina* forecast and most models show that the current *la Nina* is fading rapidly and ocean conditions are returning to *El Nino*/neutral over the last few weeks. This data indicates a drier summer with normal temps and hopefully increased water sales.

Ben brought the Second Street plans for review and Jeb and I and Ben spent some time on the details and made a few adjustments. The plans were professional. We also located, surveyed and documented the culvert pipe under I-84 as part of the prep work for Second Street. The culvert looked to be in good shape, not plugged with mud and the removal and replacement of the new 12-inch pipe will be a more reasonable task. Kudos to Bill for leading the charge on this job.

Our Chevy pickup needed some repairs to correct coolant and transmission leaks to the tune of \$1,100. We sold, so far about \$2,100 of scrap iron at \$230 a ton and still have more to go. This will shore up the revenue a little this month. We estimate that the scrap iron project will equal about 2-3 million gallons of lost water sales.

We are installing the new control valve on Foley Pump so we can run water from the Lower Chenowith system into the flats.

Will have "Kicking Dirt" article in next issue of the OAWU Journal.

We are still doing the "minutiae waltz" with the Sanitary Survey person but have the labels on the small CL2 vessels in hand. I have updated the Emergency Response Plan with new phone numbers for agencies/media/vendors/people/etc. and staff is reviewing the document. I have loss of power and wildfire as the top threats, followed by earthquake and sabotage. In the event of a major quake, the goal of the District will be to retain water for domestic use as first priority and not let fire fighting take public health water to preserve replaceable property.

We also created a main break form to track our response to these situations. There is a new recommended protocol that the Drinking Water Program has adopted. I sent the form to Michelle for review and she was happy. We will track a number of items on this form and determine if and where a coliform sample needs to be taken. It will also help us to track where the breaks are happening so we can look at those lines for capital replacement.

Jeb has completed the first statistical employee evaluation process and made comments and will be engaged in employee evaluations in the next several days. This is the culmination of a year's worth of work and weekly written comments on his part. This effort makes a professional and level playing field for the District.

I have been thinking about the three year forecast in terms of revenue and expenses and want the June data to establish a "*La Nina*" year data set. And a "*El Nino*" data set. I see a need for a 3% rate increase next year. This should generate about 35K. I also see a complex relationship between weather/wind and cost of water and conservation/human behavior. It is hard to get a carved in granite data set with hard to determine variables.

Roger showed charts that looked at water demand over several years and discussed the impact of weather and rate increases. The charts indicate that rate increases have encouraged water conservation across the District and coupled with a very wet and cool spring have reduced revenue to the District.

Winter data shows a change in behavior and summer data shows the same thing.

Mike Elmore agreed that the weather has a large impact on revenue and water usage. He also believes that with the approach taken we have a better picture and handle on what's going on. He would like to see the next phase and to do a projection for the next 3 years.

Mike also inquired about the plans for West Second Street in regards to the cost and in reality what year to anticipate start of project. Roger informed him the cost would be approximately 400,000-500,000K without any anticipated contract changes and probably start time of 2014.

**OLD BUSINESS:** None.

**NEW BUSINESS:** Hydrant installation on Chenowith Road was discussed. Mr. Peachey commented that the District would need some right to the area where the water line will be placed. Even though the placement would be outside the District boundaries it would be appropriate to place it at recommended site as long as it protects our District and the location of asset is incidental to the use of District property and necessary to the best interest to the District. Mr. Peachey also indicated the District would need an easement from the property owner(s).

Mike Elmore expressed if it's good for the community and protecting the citizens then he is all for it. He recommended that the District prioritizes other hydrants.

The Board is in concurrence for suitable location for the fire hydrant at Chenowith Road.

Roger requested of the Board to reschedule the next monthly Board meeting to Wednesday July 13, 2011. With no conflicts, the date was changed.

**TRAINING SEMINARS & CLASSES:** Jeb Miller will be attending a League of Oregon Cities Leadership: "Leading in Turbulent Times" class in Keizer on June 21<sup>st</sup> and 22<sup>nd</sup>.

**BOARD COMMENTS:** Continued appreciation for the dedication put forth into the betterment of the District.

With no further business, motion by Gene Tobie; second by Marla Skroch to adjourn meeting. Motion approved 5 ayes, 0 nays.

Meeting adjourned at 7:50 pm.

Submitted By: \_\_\_\_\_  
Patsy Busick, Admin./Human Resources

Approved as to content at regular meeting held July 13, 2011.

By: \_\_\_\_\_  
Tom Ashmore, President  
Board of Director