

SOUTH FORK WATER BOARD
MINUTES OF BOARD MEETING
January 18, 2007

Board Members Present: Norm King, West Linn Mayor, Chair
Alice Norris, Oregon City Mayor, Vice Chair
Scott Burgess, West Linn Councilor
Damon Mabee, Oregon City Commissioner

Board Members Absent: Daphne Wuest, Oregon City Commissioner
Mike Gates, West Linn Councilor

Staff Present: John Collins, SFWB General Manager
Laura Schroeder, SFWB Attorney
Kim Brown, SFWB Staff
Bob Fuller, CH2M Hill
Brad Phelps, Ch2M Hill

Others Present: Alice Richmond, West Linn Resident
Jim Whynot, West Linn Public Works

General Board Meeting

(1) Call to Order

Chair Norris called the meeting of the South Fork Water Board to order at 7:00 p.m.

(2) Public Comments

No Public Comments.

(3) Consent Agenda - Approval of minutes of the October 19, 2006 Board Meeting.

Board Member Mabee moved to approve the minutes of the October 19, 2006 Board meeting as presented. Board Member Burgess seconded the motion. MOTION CARRIED 4-0. Ayes: Burgess, Mabee, King, Norris; Nays: None.

(4) Election of Chair and Vice Chair for 2007

Chair Norris opened the floor for the election of the South Fork Water Board Chair for 2007.

Board Member Mabee nominated Norm King for the position of Chair of the South Fork Water Board for 2007. Board Member Burgess seconded the motion. MOTION CARRIED 4-0. Ayes: Burgess, Mabee, Norris, King; Nays: None.

Newly elected Chair King opened the floor to nominations for the position of South Fork Water Board Vice Chair for 2007.

Board Member Burgess nominated Alice Norris for the position of Chair of the South Fork Water Board for 2007. Chair King seconded the motion. MOTION CARRIED 4-0. Ayes: Burgess, Mabee, Norris, King; Nays: None.

(5) SFWB Reservoir Proposals and Selection of Consulting Firm

John Collins informed the Board that three firms responded to the RFP for a consulting firm to perform the design, bid and construction management services for a two million gallon reservoir at the treatment plant. In early December 2006, a four-member selection committee interviewed the firms of Black & Veatch and CH2M Hill; the firms submitting the top two proposals. Members of the selection committee were Aleta Froman-Goodrich, Oregon City Project Engineer; Dennis Wright, West Linn Interim City Engineer; South Fork Senior Plant Operator; and John Collins. The firms interviewed had excellent proposals and both were asked to return for second interviews to address and clarify additional technical issues. In the end it came down to the monetary difference in the proposals. Based on the fact that the proposal submitted by CH2M Hill was \$57,000 less than Black & Veatch, the committee recommended CH2M Hill for this project. Brad Phelps is proposed as the project manager and both he and Bob Fuller are here to give a brief presentation and answer any questions the Board may have. John Collins concluded that it was his recommendation that the Board approve the General Manager to enter into a contract with CH2M Hill for the design, bid and construction management services for the South Fork reservoir.

Board Member Burgess moved to approve the General Manager to enter into a contract with CH2M Hill to provide the Design, Bid and Construction Management services for a two million gallon reservoir at the South Fork Water Board treatment plant. Vice Chair Norris seconded the motion.

Board Member Burgess commented that he noticed in the scope of the project there was discussion of two reservoir types: rectangular and pre-stressed circular. Board Member Burgess said although he knows this will be a gravity feed reservoir, he questioned if there was a potential for energy savings, efficiency, or green design in this project based on the type of construction.

John Collins responded that after previously discussing this issue with the Board, he added a requirement to the RFP to include consideration of energy efficient design and potential energy savings in the project. One idea that has come up is to capture the rainwater from the surface area of the reservoir and recycle the captured water into the treatment system.

Board Member Burgess expressed concern that since the treatment plant lies in a residential area, there might aesthetic issues with the finished reservoir. Although the neighbors are obviously aware of the treatment plant, they are not aware of the reservoir project and how that might affect the appearance of their neighborhood.

Bob Fuller responded that in the process of coming up with the permitting, this project will go through a neighborhood process that will allow neighbors to understand specifically what the project is, and will take their concerns into consideration. There are both landscaping and hardscaping options that can mediate aesthetic concerns.

Vice-Chair Norris asked to clarify that an expectation of this project is that it will be acceptable to both the neighborhood and City.

Bob Fuller reiterated that as part of the permitting process they would go to the neighborhood and say, “this is what we want to do” and then listen to their concerns and mitigate those concerns if possible.

Chair King suggested that since the filter plant neighborhood is changing rapidly (becoming more residential) that we may want to plan future landscape modifications at the plant that fit into the neighborhood aesthetics.

Board member Mabee expressed concern that with landscaping often comes security issues, and that plant security needs to be kept in mind.

MOTION CARRIED 4-0. Ayes: Mabee, Burgess, Norris, King; Nays: None.

In a brief presentation on the reservoir project, **Bob Fuller** and **Brad Phelps** highlighted the following points:

- The South Fork Water Board ‘Water Master Plan 2004 Update’ recommends construction of a two million gallon reservoir at the treatment plant.
- There is a need for additional volume at the treatment plant for day-to-day flexibility and to reduce dependence on Mt. View Reservoir.
- The reservoir will address the need to improve disinfection capacity.
- A geo-technical study will be completed to evaluate site stability and placement of reservoir.
- This project will construct a long life maintenance free structure of either circular pre-stressed concrete or a rectangular conventionally re-informed concrete.
- For this project Bob Fuller will be the principle in charge and Brad Phelps will be the project manager. Mr. Phelps recently completed several larger reservoir projects and is highly experienced in this type of project.
- The scope of work was briefly outlined.
- Diagrams were shown outlining how the footprints and piping layouts of both a rectangular and circular reservoir would impact plant grounds.
- The characteristics of the two types of reservoir construction were discussed. A pre-stressed circular tank has greater resiliency in case of a major seismic event, while a conventionally reinforced rectangular tank less expensive to construct, but more rigid and more susceptible to damage in a seismic event.
- The reservoir will be built to allow baffles to be added in the future if increased plant capacity requires it. With increased capacity of the plant will need a more circuitous route through the clear wells to maintain detention time. Although cost of baffling will increase in the future as a result of delaying, it should be noted that baffles have a limited life and delaying installation until needed will increase the usable life further into the future.
- The project will conclude with a tracer study to confirm ‘contact time’ success. This study is submitted to State of Oregon for acceptance.

- How the actual construction of this project will impact the neighborhood is another big issue and will need to consider the additional traffic and noise. These concerns will also be addressed with public outreach.
- As part of the permitting process there may also be off-site improvements (such as sidewalks, curbs, gutters etc...) required. There is no way of knowing what those might be until the permitting process is underway.
- Only pre-qualified contractors will be invited to bid. These will be contractors that have demonstrated experience in this type of construction project.
- Project expected to be completed in July/August 2008 depending on permitting process.
- This project will dramatically increase South Fork's operational storage and allow much greater flexibility and efficiency in operations.

(6) Selection of Two Board Members to Represent South Fork in the Regional Water Providers Consortium

John Collins explained that South Fork Water Board is a member of the Regional Water providers Consortium (RWPC) and every Board cycle a new primary and alternate is elected to represent South Fork Water Board at the RWPC meetings. In the event the primary cannot make a meeting, the alternate is expected to attend. Norm King served as alternate last year, and when Tom Lemons as primary representative could not make a meeting, Norm was always willing to attend. Since Norm King has a good understanding of the RWPC, John Collins suggested that he serve as primary and the Board select an alternate from Oregon City. Both the RWPC and the Executive Committee meet quarterly for a total of eight meetings per year. Both Vice Chair Norris and Board Member Mabee stated they have commitments that propose time conflicts with the RWPC meetings. In a prior meeting with John Collins, Board Member Daphne Wuest expressed interest in serving as the alternate.

Vice Chair Norris said she would confirm this with Board Member Wuest.

Vice Chair Norris moved to appoint Chair King as the primary and Board Member Wuest (pending her approval) as alternate South Fork Water Board representatives to the Regional Water Providers Consortium. Board Member Burgess seconded the motion. MOTION CARRIED 4-0. Ayes: Mabee, Burgess, Norris, King; Nays: None.

(7) 2007 Schedule and Location for SFWB Meetings

John Collins explained that over the past couple of years, the third Thursday of the month has occasionally been problematic for scheduling South Fork Water Board meetings. Mr. Collins asked if the Board wanted to consider a different day of the month.

After a discussion among Board Members, it was unanimously agreed that the second Thursday of the month would be acceptable for South Fork Water Board meetings.

John Collins next suggested that Board meetings be held in the conference room of the treatment plant.

Board Member Burgess asked if there was audiovisual capability at plant.

John Collins replied that he would purchase an audio recording system similar to the one borrowed for tonight's meeting. At this time there is no video recording set-up at the plant.

Vice Chair Norris suggested the Board begin meeting at plant on a trial basis and if there is public request for video, the Board will need to accommodate that request.

It was agreed South Fork Water Board meetings would be held at the Treatment Plant on the second Thursday of the month.

(8) Goal Setting Session

John Collins suggested that with Board members in place for the next two years, it would be a good time to schedule a goal setting session to discuss South Fork's direction in the coming years. Mr. Collins recommended the Board hold a goal setting session ahead of the February 2007 meeting.

Chair King agreed and said it would be a good time to discuss big issues like water sales and how to handle expansion and how to serve expected growth and other important topics. He added these are long-term issues but it would be a good idea to begin discussions.

Board Member Burgess confirmed interest in a goal setting session and suggested the Board may want to hire someone to facilitate the meeting. The cost of a facilitator would be modest and would free up the General Manager and the Board to participate and not worry about taking notes etc... It was suggested that John Collins could call the City Managers of West Linn and Oregon City for their recommendations of a suitable facilitator.

Board Member Burgess added that the General Manager could also solicit ideas from the South Fork Water Board Citizen's Advisory Group and bring those ideas to the work session on goals.

Board Member Burgess suggested that Mr. Collins may want to dig around and find documentation from the precious goal session which was held when Dan Bradley was general manager. It could be helpful to have this information.

In conclusion, the Board agreed to have a goal setting session following the February South Fork Water Board meeting. The February 8th SFWB meeting will start at 6:00 p.m. and will be followed immediately by the work session to discuss SFWB goals.

(9) Business from the Manager

John Collins said he had two brief issues to discuss. He first provided an update of water right permit extension issues. The Oregon Department of Fish & Wildlife (ODF&W) is now reviewing applications from the Clackamas Basin and will make a recommendation to Oregon Water Resources Department within the next 60 days. Mr. Collins went on to explain that in an earlier meeting with ODF&W, they indicated their preference for flow targets that will exceed the existing in-stream water right.

Laura Schroeder added that South Fork is in great shape and under any condition, our senior rights leave us in the best position in the basin.

John Collins mentioned that in the future, the Board may want to discuss the ability to lease some of these rights that are not being used by South Fork.

Vice Chair Norris suggested that since water rights are such a complicated and extensive issue it would make sense to have a future work session dedicated solely to water rights.

Board Member Burgess said it would also be helpful to have a single sheet on South Fork Water rights, such as a mini South Fork 101. This could help all Board members understand this complicated issue and it would be a great reference whenever this topic comes up.

Vice Chair Norris added that if South Fork meetings continue to be held at the treatment plant, the Board could find it helpful to have books of reference materials kept on-hand at the plant.

Chair King asked if Laura still doing water rights educational seminars.

Laura Schroeder confirmed that she was and that she would be willing to provide DVDs from her 'water rights boot camp' seminar to Board members. Laura also thanked the Board for the opportunity to work for them and that the experiences she has gained in this region have allowed her to win a contract in Armenia.

Board Member Burgess mentioned that in the future, he would like to discuss other ways of bringing Clackamas River water to West Linn. Right now the only way is over the bridge and that there might be options worth discussion such as additional interties or emergency reciprocity.

John Collins concluded Business of the Manager by providing an updated SDC rate schedule to the Board. These rates are automatically adjusted annually as per Resolution 04-04. The updated rates for the Cities are effective Feb 1, 2007. This item is for informational purposes as a courtesy to the Board.

(10) Business from the Board

None

The January 18, 2007 meeting of the South Fork Water Board adjourned at 9:06 p.m.