

SOUTH FORK WATER BOARD
MINUTES OF BOARD MEETING
January 12, 2012

Board Members Present: John Kovash, West Linn Mayor, Chair
 Rocky Smith, Oregon City Commissioner, Vice Chair
 Doug Neeley, Oregon City Mayor
 Betty Mumm, Oregon City Commissioner
 Jody Carson, West Linn Councilor
 Mike Jones, West Linn Councilor

Board Members Absent: None

Staff Present: John Collins, SFWB General Manager
 Christopher Crean, SFWB Legal Counsel

Others Present: Alice Richmond, West Linn Resident

General Board Meeting

(1) Call to Order

Chair Kovash called the meeting of the South Fork Water Board to order at 6:08 p.m.

(2) Public Comments

Alice Richmond asked for clarification about comments she heard at the West Linn City Council work session about a partnership between City of Lake Oswego and the City of West Linn where Lake Oswego would supply water to West Linn on a daily basis. She had never heard of anything like this in all her years of involvement with SFWB.

Board Member Carson clarified there were never any discussions about becoming a partner with West Linn, and West Linn has never wanted Lake Oswego to be a partner. Any discussion about a partnership was related only to the emergency water intertie.

(3) Consent Agenda

(A) Approval of the Minutes of the October 13, 2011 Board Meeting

Board Member Carson moved to approve the Consent Agenda. **Board Member Mumm** seconded the motion, which passed unanimously.

(4) Election of Chair and Vice Chair for 2012

Board Member Carson moved to elect **Doug Neeley** as the 2012 SFWB Chair. **Board Member Jones** seconded the motion, which passed 5 to 0 to 1 with **Doug Neeley** abstaining.

Board Member Carson moved to elect **John Kovash** as the 2012 SFWB Vice Chair. **Board Member Jones** seconded the motion, which passed unanimously.

(5) Regional Water Providers Consortium Representatives

John Collins, SFWB General Manager, explained that Board Member Carson has represented South Fork over the last year and a half or so as South Fork's primary representative for the Regional Water Providers Consortium (RWPC) with Mayor Kovash serving as the alternate because the RWPC meetings are held Wednesdays, which conflicts with Oregon City Commission meetings. Board Member Carson is currently the RWPC Chair, so it was important that she remain as South Fork's primary representative. He asked the Board to decide who should be the alternative representative, clarifying that equal representation from West Linn and Oregon City is not required. His duty as SFWB General Manager is to report any pertinent RWPC information to the Board.

Board Member Carson explained that the RWPC meets quarterly, generally with an Executive Session at 5:30 p.m., and then the full RWPC Board meeting at 7:00 p.m.

Chair Neeley called for a motion to appoint a West Linn Board member as the alternate.

Board Member Mumm moved that **Board Member Carson remain as South Fork's primary RWPC representative and that Board Member Jones be the alternate representative. Board Member Smith** seconded the motion, which passed unanimously.

(6) Business from the Manager

1) RWPC Water System Data Use and Confidentiality Agreement

John Collins, SFWB General Manager, stated that as members of the RWPC, South Fork has been providing information about South Fork's main line and how South Fork interconnects to its other partners. An intergovernmental agreement (IGA), which was distributed to the Board, was created to address issues raised about confidentiality and sharing information with other entities. SFWB Attorney Chris Crean has reviewed and approved the IGA. He asked the Board to authorize the General Manager to sign and submit the IGA to take part in sharing the information.

Board Member Carson explained the Consortium is working to get a geo database containing all the information about each entity's information, such as interties, connections, and who could provide what resources in case of emergency. Obviously, this information was highly confidential and should not be made known to the public. Mr. Collins has confirmed that both West Linn and Oregon City support the IGA. It was important to demonstrate why having regional interties is in region's best interest.

Mr. Collins confirmed confidentiality is important. The IGA essentially states that information from the database must stay within RWPC's system and not be shared. As professionals, he did not believe any entity was likely to share the information, adding each water system has written protocols on how to share and internally keep information. He clarified that if authorized to move forward, he would sign and submit the document tomorrow.

Board Member Mumm moved to authorize the General Manager to sign and submit the 'Water System Data Use and Confidentiality Agreement' to take part in sharing information. Board Member Carson seconded the motion, which passed unanimously.

2) ACE – June 10-14th 2012 in Dallas, Texas

John Collins, SFWB General Manager, noted each year South Fork budgets for two elected officials to attend this valuable conference. He asked the Board to determine who would be attending the conference no later than February, so he could make the necessary travel arrangements.

Board Member Carson suggested the Board send someone who has not attended yet. The 101 class specifically for elected officials was excellent training on how water systems operate, etc.

Mr. Collins explained the conference offers training and seminars for all levels.

Chair Neeley and Vice Chair Kovash agreed to check their schedules and report whether they were available to Mr. Collins. Board Members Mumm and Smith expressed interest in attending if Chair Neeley or Vice Chair Kovash were unable.

3) Update on Storm Damage Repairs at SFWB Intake

John Collins, SFWB General Manager, presented a brief PowerPoint titled, "Emergency Interties," paper copies of which were distributed to the Board. His key comments and responses to questions from the Board were as follows:

- West Linn and Lake Oswego are determining the infrastructure requirements for possibly expanding the intertie system to get a greater supply of water.
 - He confirmed that Pipeline B, the intertie between South Fork and NCCWC, was used during the recent intake problem. The intertie has been used several times historically, as South Fork has sold surplus water to the Commission before they began employing their membrane system.
 - South Fork contributed \$100,000 to the West Linn-Lake Oswego intertie, so if an opportunity ever exists to sell wholesale water to Lake Oswego, SFWB would be able to construct the needed infrastructure and convey it through that system. He understood the intertie would be expanded rather than having a separate intertie; however, additional pumps, motors, valves, etc. would be needed. South Fork owns the extra room in which to place additional equipment to expand the intertie and should be involved in such discussions.
- South Fork has two separate intertie agreements. One agreement is between the City of Lake Oswego, City of West Linn and SFWB. The Pipeline B agreement is for the intertie between the NCCWC and South Fork plants, and that pipeline is equally owned by South Fork, NCCWC and CRW.
- He described the damage to the SFWB intake during the high water event in December using pictures displayed via PowerPoint and updated the Board on the repairs being made. The riprap and rock placed on the embankment during the intake repairs last year are still in place. The extra FEMA money South Fork used for that mitigation to support the front of the prow did its job as the prow had very little damage during the December event and

required only routine maintenance. He commended the South Fork staff member Mark Cage and West Linn water supervisor Jim Whynot for their outstanding contributions to the repair efforts.

Mr. Collins explained a large payment would be made next month to NCCWC for the water SFWB purchased. West Linn would be billed directly from Lake Oswego for that usage, according to their IGA, so South Fork would not receive a bill or the revenue.

- He explained that getting water through the West Linn-Lake Oswego intertie was about the same cost as getting it from South Fork. Most of the water South Fork purchased from NCCWC was at the winter or wholesale rate so SFWB was still able to glean a small profit for the production. By not producing the water, South Fork also saved money on electricity and chemicals. Staff was still needed 24/7 because water was being received manually.
- He clarified that if Lake Oswego needs water, West Linn receives the water through South Fork's system and then pays South Fork the money charged to and received from Lake Oswego. He believed the same amount is charged when using the emergency intertie. A municipal agreement exists between the two cities. South Fork is involved in the agreement because of its investment in that system.
- As soon as the meter readings were done, he could report how much of the 48 million gallons went to West Linn. He understood less than 5 million gallons came from Lake Oswego. West Linn averages about 1.8 mgd, so Lake Oswego supplied about 15% of West Linn's water needs during the event.

Mr. Collins stated he would finalize the intertie PowerPoint presentation and provide a written narrative to the press. He offered to present the intertie material to any elective body or department at either city to explain the importance of the intertie system and how the investment made by elected officials resulted in a positive outcome when the intake incident occurred in December. Because South Fork sent a clear message in the press release about the intake issue and that water service would be fine, neither City nor South Fork received a backlash of citizen complaints.

- Repairing the damage was estimated cost to \$40,000 to \$65,000. He did not believe the County had enough damage to qualify for FEMA funding. South Fork was fortunate to receive help from FEMA last year because of the extensive damage to Lolo Pass Rd, which resulted in a huge monetary loss to the County that qualified for FEMA funding.

(7) **Business from the Board**

Chair Neeley noted the South Fork website was in need of an update. He also would like to see South Fork's public meeting schedule posted and updated on the website as well.

John Collins, General Manager, replied information was being sent to South Fork's webmaster, but he would look into the matter and address any problems.

Board Member Carson reported RWPC was finishing the review of its five-year strategic plan and the focus would remain on conservation efforts, with the bulk of the money going toward advertising, providing training, outreach to communities, etc. This year, efforts would focus more on conserving water outside, rather than inside water conservation, which involved low-flow showerheads, fixing leaks, etc. Work on gathering information for the geo database would continue. RWPC would also be running scenarios to further test the system

similar to the mock disaster scenario done last year which was an oil spill on the Clackamas River.

- (8) Executive Session –Adjourn regular meeting and convene Executive Session if needed.**
The January 12, 2012 regular meeting of the South Fork Water Board adjourned at 6: 54 p.m.
- (a) To consider information or records that are exempt by law from public inspection pursuant to ORS 192.660 (2)(f)
 - (b) To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed pursuant to ORS 192.660 (2)(h).

Respectfully Submitted,

By Paula Pinyerd, ABC Transcription Services, Inc.
for John Collins, SFWB General Manager