

SOUTH FORK WATER BOARD  
MINUTES OF BOARD MEETING  
**January 10, 2013**

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

Board Members Absent: Betty Mumm, Oregon City Commissioner

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

Others Present: None

### **General Board Meeting**

**(1) Call to Order**

**Chair Neeley** called the meeting of the South Fork Water Board to order at 6:00 p.m.

**John Collins, SFWB General Manager**, noted Board Member Mumm was attending a meeting at the County on behalf of the City of Oregon City.

**(2) Public Comments – None**

**(3) Consent Agenda**

(A) Approval of the Minutes of the November 8, 2012 Board Meeting

**Board Member Carson moved to approve the Consent Agenda with the correction of her name's spelling on Page 3 of 5. Board Member Smith seconded the motion, which passed unanimously.**

**(4) Election of Chair and Vice Chair for 2013**

**John Collins, SFWB General Manager**, reminded that traditionally the Chair and Vice Chair positions are rotated annually between representatives of the two cities.

**Doug Neeley nominated John Kovash as the 2013 South Fork Water Board Chair. The nomination was seconded by Mike Jones. John Kovash was unanimously elected Chair of the South Fork Water Board for 2013.**

**John Kovash nominated Doug Neeley as the 2013 South Fork Water Board Vice Chair. The nomination was seconded by Jody Carson. Doug Neeley was elected Vice Chair of the South Fork Water Board for 2013 by a 4 to 0 to 1 vote with Doug Neeley abstaining.**

(5) **SDC Waiver on Meter Upsizing for Fire Suppression**

**John Collins, SFWB General Manager**, reviewed the Staff report, noting that both Oregon City and West Linn allow SDC credits for those upsizing meters for the sole purpose of fire suppression, however, South Fork currently does not. Fire suppression systems actually save water because a residential fire can usually be handled immediately and with less than 800 gallons with a system versus upwards of 40,000 gallons after waiting for fire trucks to arrive. No financial hardship is anticipated for allowing larger sized meters for fire suppression, which is better long term for water needs and for promoting safety and the protection of people's homes and property. He recommended the Board adopt the resolution, written by SFWB Legal Counsel Chris Crean, to be consistent with the two cities.

He clarified the cost difference for upsizing a residential meter can be as much as \$900; however, property owners must demonstrate a regular residential meter would work for the home and the meter only needs upsized because of the line capacity for fire suppression.

He agreed the Board should encourage suppression, adding the International Fire Code requires fire suppression system for residential homes, and the State of Oregon has adopted that policy. At some point, newly constructed homes in Oregon City and West Linn will be required to install fire suppression systems as well. Requiring larger meters for fire suppression and then up charging for the meter seemed like an unfair tax

**Board Member Carson moved to adopt Resolution No. 1301. Board Member Smith seconded the motion, which passed unanimously**

(6) **Business from the Manager**

1) SDAO Annual Insurance Renewal

**John Collins, SFWB General Manager**, reported SDAO has dropped the coverage associated with Board Members suing one another, so the Board's or individual Board Member's expenses associated with such lawsuits will no longer be covered.

As reported to the Board last month, South Fork had applied for and been awarded a security grant with a matching grant up to \$3,000 from SDAO. Also, South Fork scored 100% on SDAO's best management practices survey, resulting in the maximum 9% reduction in its premium. He briefly described how the survey is scored.

2) AWWA ACE 2013 – Denver, Colorado

**John Collins, SFWB General Manager**, reminded that funds were budgeted for two board members to attend the American Water Work Association Annual Conference in June. He asked the Board members to consider whether they would like to attend. A decision could be made at next month's meeting.

It was noted that Chair Kovash and Board Member Jones were the only Board members that had not yet attended the conference.

3) SFWB 2011/12 Annual Financial Report

**John Collins, SFWB General Manager**, distributed the official South Fork FY 2011-12 Financial Audit for the Board's review. Oregon City Finance Director Wyatt Parno would review the audit with the Board next month and also discuss the upcoming budget and new process related to him also serving as South Fork's finance director.

4) Alternative Fuel Charging Station

**John Collins, SFWB General Manager**, presented the idea of installing an alternative fuel charging station at South Fork for the Board's consideration. More utilities and jurisdictions are providing such charging stations on site. South Fork has the ability to hook up an electric or natural gas charging station. With time to consider including such a station in the upcoming budget, he sought the Board's feedback about whether this was a worthwhile pursuit.

The Board discussed their experiences with charging stations, noting that a 220-volt is most common and being able to charge for only a short period of time is better than not at all, so having the station would be valuable, even for South Fork visitors. Natural gas conversion models will be introduced in the future. Some jurisdictions, like the County, charge \$1 per hour for use of their station, which addresses concerns about employees having equal access to a benefit. Access to a station at the plant would be minimal given the low population in the area, so investing money for a station was a concern; however, Federal and State grants cover a significant part of the installation.

**Mr. Collins** believed that as utilities or local government entities implement incentives, increased use will eventually occur. Installing a charging station would enable South Fork to step forward in stewardship and leadership, and place South Fork ahead of the curve.

The Board agreed Mr. Collins should explore the details involved in installing a charging station. Board Member Jones suggested that Mr. Collins also explore the availability of any possible grant funding.

(7) **Business from the Board**

**Chair Kovash** stated he periodically receives a list of the checks issued from South Fork and asked what his legal responsibility entailed and if he would be liable if a problem occurred.

**Vice Chair Neeley** explained that Former Oregon City Commissioner Dan Holladay requested that the City provide a list of the checks issued on a monthly basis and he understood that included South Fork.

**Chris Crean, SFWB Legal Counsel**, explained that the organization is liable, depending upon the nature of the violation that occurs. He did not believe that simply receiving and reviewing a list of accounts payable would make the Board or individual Board members liable for anything. Review of the audit findings is more at the Board's level while day-to-day operations are appropriately managed by Mr. Collins.

(8) **Executive Session –Adjourn regular meeting and convene Executive Session, if needed.**

The January 10, 2013 regular meeting of the South Fork Water Board adjourned at 6:28 p.m.

- (A) To conduct deliberations with persons designated by the governing body to carry on labor negotiations pursuant to ORS 192.660 (2)(d).
  - (B) To consider information or records that are exempt by law from public inspection pursuant to ORS 192.660 (2)(f).
  - (C) 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).
- (9) **Reconvene Regular Meeting if needed to take any action necessary as determined in Executive Session.**

No Executive Session was held.

Respectfully Submitted,

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