

SOUTH FORK WATER BOARD
MINUTES OF BOARD MEETING
January 23, 2019

Board Members Present: Russ Axelrod, West Linn Mayor, Chair
Dan Holladay, Oregon City Mayor, Vice Chair
Rocky Smith, Oregon City Commissioner
Richard Sakelik, West Linn Councilor

Board Members Excused: Frank O'Donnell, Oregon City Commissioner
Vacant, West Linn Councilor

Staff Present: Wyatt Parno, Acting SFWB General Manager
Kim Brown, SFWB

Others Present: None.

General Board Meeting

(1) **Call to Order**

Chair Axelrod called the meeting of the South Fork Water Board to order at 6:02 pm.

(2) **Roll Call**

(3) **Public Comments** – There were none.

(4) **Consent Agenda**

(A) Approval of the Minutes of the October 24, 2018 Board Meeting.

Chair Axelrod noted that a typographical error had already been corrected by Staff.

Vice Chair Holladay moved to approve the Consent Agenda. Board Member Smith seconded the motion, which passed unanimously.

(5) **Election of Chair and Vice Chair for 2019**

Board Member Sakelik nominated Mayor Dan Holladay as SFWB Chair for 2019. Board Member Smith seconded the nomination. Mayor Holladay was unanimously elected as the 2019 SFWB Chair.

Former Chair Axelrod passed the gavel to newly elected Chair Holladay.

Board Member Sakelik nominated Mayor Russ Axelrod as SFWB Vice Chair for 2019. Board Member Smith seconded the nomination. Mayor Axelrod was unanimously elected as the 2019 SFWB Vice Chair.

(6) **Appoint Representatives for Regional Water Providers Consortium**

Board Member Sakelik moved that Vice Chair Axelrod be the primary representative and Chair Holladay the alternate representative for the Regional Water Providers Consortium. Board Member Smith seconded the motion, which passed unanimously.

(7) **Business from the Manager**

1) Bypass and Repair Project

Wyatt Parno, Acting SFWB General Manager, updated the Board on the bypass line and repair project, noting the email update he provided in December would be forwarded to the new Board members. The project's plan remained unchanged and the installment of the 42-inch bypass line had gone well. The next step would be to assess and repair the existing 30-inch line to add redundancy in the system. The fabricated portion of the line to be repaired had been delivered. Valve #5 which operates the 30-inch line on Hunter Ave would need to be repaired, which would require deep excavation. The valve replacement work should begin in about four weeks and would take a couple of weeks to complete. The project was still under the budget approved by the Board in August. He confirmed no shutdowns would be necessary so no noticing would be needed. He added that SFWB coordinated with Oregon City and Icon so that Cleveland Road would be paved in phases, providing a better road for SFWB customers. Oregon City would pay SFWB for the portion of the road the City wanted done that South Fork did not impact.

2) Maintenance Update

Wyatt Parno, Acting SFWB General Manager, announced that after receiving a call from a resident that people had been dumping debris over the bluff at the old intake station pullout on Clackamas River Drive, Maintenance Technician Patrick Barr coordinated with the County Corrections Office to arrange for work crews to clean up the debris. He also installed barriers, no dumping signs, and a camera South Fork already had in inventory. The property owner was very happy.

Vice Chair Axelrod requested confirmation that it is okay to use the camera at the location without concern that it is an invasion of privacy.

Chair Holladay clarified the Wiretap Access Act stated that in the public realm, there was no reasonable expectation of privacy, so camera recording was allowed.

Mr. Parno added that he had briefly talked about the cameras with an Oregon City Police Captain, who did not express any concern.

Mr. Parno announced the maintenance team had implemented an annual, week-by-week maintenance checklist, effective January 1st. He was happy with the product and improvements would be made over time. The checklist is recommended by the insurance program and would help inform the asset management program that Staff would be working on over the summer.

3) Update on Water Rights Case

Wyatt Parno, Acting SFWB General Manager, stated he had spoken briefly with SFWB Attorney Chris Crean regarding Water Resources' final decision that approved

SFWB's water rights extensions. A request had been received to extend the appeal period, so it would take months before the entire situation was resolved. Attorney Crean would update the Board in February.

4) Annual Financial Reports

Wyatt Parno, Acting SFWB General Manager, made the reports available to the Board members and noted that General Manager John Collins had not yet thoroughly reviewed them. The Board received a clean audit opinion, which meant there were no findings. He offered to do a brief presentation in February.

5) 2019 American Water Works Association-Annual Conference and Exposition (ACE)

Wyatt Parno, Acting SFWB General Manager, announced that this year's ACE Conference would be held in Denver, CO, June 9th through 12th. The budget provided for two Board members plus the General Manager to attend. Staff had already secured accommodations and the Board needed to decide who would be attending by March. He circulated the conference schedules, adding he would follow up with the Board via email and at the February meeting.

Chair Holladay stated he would not be attending due to a conflict with the US Conference of Mayors being held in late June.

Vice Chair Axelrod expressed interest in attending.

6) Thank You and Appreciation

Wyatt Parno, Acting SFWB General Manager, said he appreciated the opportunity to serve the Board. As Finance Director over the last six years, he had been impressed by the way General Manager Collins had set up the finances and the way the Board had made such great decisions to get South Fork in its current financial position. He noted General Manager Collins, who had remained actively engaged during his absence, had well-established protocols; the Staff understood exactly what they had to do, and they were great to work with.

(8) **Business from the Board**

Vice Chair Axelrod reported on the Regional Water Providers Consortium Executive Committee meeting, noting personnel costs were higher than expected, so the scope was adjusted where possible to maintain consistency with prior budgets. When personnel costs were estimated, the Consortium was going through a redistribution of staffing and there was uncertainty about COLA, so the net result was higher costs than expected. In April, a tabletop exercise would be held. The Consortium was also gearing up for the legislative session, and two new member cities would be joining.

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

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).

No Executive Session was held.

- (10) **Reconvene Regular Meeting if needed to take any action necessary as determined in Executive Session.**

Chair Holladay adjourned the regular meeting of the SFWB at 6:21 pm.

Respectfully Submitted,

By Paula Pinyerd, ABC Transcription Services, Inc.
for Wyatt Parno, Acting SFWB General Manager