

\*\*\*UNOFFICIAL MEETING MINUTES\*\*\*

WILL BE REVIEWED AND APPROVED AT NEXT BOARD MEETING

10/05/2022 Blue River Water and Sanitation Board Monthly Meeting

Called To Order @ 6:00PM

Board Members Present: Tony Casad, Melanie Stanley, Jim Parks, Josh Cloke

Board Member Absent: None

Superintendent: Interim Jim Parks

Consultant: Jason Carman (Absent)

**Approval of Agenda**

Jim motions to approve agenda and minutes, Melanie 2nd , All in favor, Passes Unanimously

Sept. Minutes are in video form only and were not available before meeting, they are on Josh Cloke's computer and will be sent to Melanie so she can get them posted to the Drive and make them shareable to the public.

Tony moves to approve August/Sept. meeting minutes Jim Parks 2<sup>nd</sup>, all in favor, passes unanimously

**Public Present:** Tim and Judy Herrera, Ellen Heath, Judy Casad

**Public Comment:**

Judy Herrera: In talking to the neighbors they are having a huge issue with the water and everytime they have a problem with their and approach the Board they are told that "it is how they bought the property and they knew that so they need to deal with that on their own."

Tony C. addressed it and says we replaced one neighbors water meter and we also tested the others water pressure and we are providing the service that is required by our responsibility as a district. There has been information given to the property owner regarding the need for them to augment their water supply based on the fact that they are above the water tank and that is a part of the issue. Judy says the concern is that the issues are caused since the fire and that is the concern and they want something to be done, Tony is saying that the issue is if we have the proper pressure at the meter that we cannot do anything beyond that because we are not responsible for the owners side of the plumbing. Judy says that the meter was not replaced right away after being found, Jim says he apologizes that it was not taken care of during the prior meeting and that when it was reported through the new service portal that it was taken care of within 36 hours. Jim P., went and spoke with the neighbor today and asked about the pressure issues and he is saying that they adjusted their own pressure regulator and it remedied the problem. It seems there are some miscommunications happening and hopefully we can remedy that and keep the lines of communication flowing in a positive direction. Tony, we appreciate the feedback and we're trying to be open and honest.

**Superintendent Report: Interim Jim Parks**

Pumped 3 mil gal

Billed 1 mil gal

Thinks we're up to 101 connections

Believes we billed approx. \$6000

Fixed a contractor caused leak today

Josh says we are pretty confident that the large water losses are at the commercial meters so hoping that the meter replacements etc will be at least an answer to that.

Shed vs. Trailer cost gave information to Tony and he will bring us numbers at the next meeting to compare and bring to a vote. Basic numbers \$4800 Shed/\$5200 Trailer, Trailer would be more useful going forward as far as portability and short term with long term benefit.

Jason Carman:

### Survey with Lane County

*Water System Survey Results from Nick Alvioni (Lane Co) and Russ Casmarack (OHA)*

*Had things prepped so that they didn't have to climb towers and reservoirs, went over the paperwork, Jason says he hasn't done a full operational look of the BRWD so this was a good opportunity to go over the nuts and bolts of it all and see the deficiencies. Most of the significant deficiencies are from records that were destroyed in the Holiday Farm Fire. We have 45 days to reply to the State and Jason will draft with the Corrective Action Plan and show it to Board before it's presented to the OHA. Overall, Jason thinks that everything went as well as it could have gone given all the challenges that we're facing between personnel, Board members, records issues, etc. Jason says everything he saw was expected. As we get the corrective action plan submitted and laid out there will be timelines to follow etc, and Jason will help us with that timeline and keep us in line to make sure that is taken care of. Tony, thanked Jason for everything and his help through the whole process.*

Jim has gone through all the keys that were given to him from AI and gotten it down to a more manageable system of keys.

There has not been a scheduled routine of service for the new generator, and Jim is working with the company to get that all set up and in place so it's ready to go for a yearly service and well as its maintenance "run" that needs to happen. The distributor says that the generator needs to be run for 6hrs and then rest for 6 hours, Jason disagrees and says that most of the instructions they give are for household not industrial uses. Jason says that the fact that we might have a fire or something that might need the wells to be active at any given time would lead him to leave them on the entire we are in a power outage just for emergency purposes. It was a learning curve and there will be some new things coming for the next outage.

2nd meter @ MRCS has been replaced and it's used 3000 gal in 2 days with no one "visibly" using water on that meter.

Meters, boxes, and lids have been replaced and still working on those. Jim has about 7 more that he knows for sure need to be done.

**Items from Commissioners:**

Water District Building Update: Hopefully will have something at next meeting, still nothing.

All commercial connections are up and running, we need to meet and finish the commercial rate structure. Plan for next week to have that work session.

We've gone from 82 connections to 102, so that's positive.

Fencing around the reservoirs: Getting Bids and hopefully they will be covered by FEMA or insurance, we are not sure at this point. The one behind the school was damaged by a fallen tree, but the other one was damaged and will most likely not be tied to HFF damage so the District will be on the hook for that one from our General Fund.

Addressing Jim being Paid for Superintendent Position. Additional \$500 for extra work with AI in August.

Tony C., motions we pay Jim \$500 for his duties as Superintendent, Josh 2<sup>nd</sup>, Melanie says that Jim cannot be paid as Superintendent and maintain his Board position. Both Josh and Tony believe that is incorrect and that Melanie is misinformed. There will be research done and we will table this until next meeting so we can make sure we are doing this legally.

**Chairs Report:**

Test holes being dug at 3 Sisters Meadow for the possible site of the drain field for the Waste Water system, we will know more when those tests come back.

**Treasurer's Report:**

Water Sales \$4,972.00   Savings: \$214,330.00   Checking: \$5,178.00   GIP: \$110,166.00

Deposits: \$5055.00   Bills: \$9,382.87   Tax Funds: \$0.00

Insurance: \$0.00   Balance After Bills: \$- 4,204.87

Tony recommends moving \$7000 from savings to checking to cover the bills and leave the checking account with operating funds in it.

Josh C., motions to accept Treasurer's Report and transfer the \$7000 from savings to checking, Jim P. 2<sup>nd</sup>, All in Favor, Passes Unanimously.

**Secretary's Report:**

Nothing outside regular meeting minutes

Jason Carman gave a basic report regarding the Financial Assessment of the District 2020 vs. 2022, from 33% to 82%, and says congratulations to us and we still have a ways to go but good job to us.

Overall percentages: 11/13/2020 initial assessment Overall Capacity 32%

09/02/2022 Overall Capacity 66.5%

NEXT MEETING IS NOVEMBER 2, 2022 @ 6:00PM

Melanie S., motioned to adjourn

Adjourned @ 7:00pm