

WEST SLOPE WATER DISTRICT
Regular Board of Commissioners Meeting
Wednesday, August 21, 2024
Meeting Summary

CALL TO ORDER

Present: Chair Ramesh Krishnamurthy; Commissioners Chris Eppler, Susan Meamber, Paul Schuler, and Andy Smith

Management Staff: Michael Grimm, General Manager; Wendy Irwin, Finance Manager

Absent: None

1.0 – CALL TO ORDER

Chair Smith Krishnamurthy called to order the meeting of the West Slope Water District Board of Commissioners at 5:01 P.M., Wednesday, August 21, 2024. The meeting was held as a hybrid meeting both in person at the District office and through Zoom virtual meeting technology. The public was made aware of the meeting through the District’s website (the meeting agenda and Zoom meeting link were posted on the website).

2.0 - PUBLIC COMMENTS/COMMUNICATIONS

The District did not receive any public comments regarding agenda items or other issues for the Board to consider.

3.0 – CONSENT AGENDA

Commissioner Meamber asked about the CPR training costs posted in the “Employee Other” line expense vs. “Training, Memberships, and Dues” line expense. Commissioner Meamber made a motion to accept the entire Consent Agenda Items 3.1 through 3.8. Commissioner Eppler seconded the motion, and the motion passed unanimously.

4.0 – DISTRICT ACTIVITIES

4.1 – General Manager’s Report: Mr. Grimm highlighted some key issues from the General Manager’s report:

Beaverton-Hillsdale Hwy Project: The final application from Emery & Sons was reviewed by staff and found to contain several discrepancies and what the District considered errors. The District’s comments were submitted to Emery & Sons through AKS Consultants, and the construction contractor admitted there was an error in the original pay application amounting to over \$9,000. Emery will submit a revised pay application.

Garden View Water Line Project: AKS Engineering has submitted 60% design completion plans for the District to review and suggest some design changes that the District would want to consider. The project is still on schedule for having 100% plans in October.

Water System Master Plan: The District is reviewing the listing and priority of the CIP projects list from Grayling Engineering. The preliminary engineer's estimate for Reservoir #4 should be available from Grayling soon.

Revised Lead & Copper Rule – Customer Service Line (CSL) Inventory: The District's field operators completed all 341 field verifications of customer service lines in a few days which was a tremendous effort! 120Water now has all of the District's data and will be finalizing the inventory for West Slope later in September. Commissioner Schuler asked how did 120Water determine the 341 additional field verification sites. Mr. Grimm stated the number is probably not a strict percentage of the District's total number of connections, but more likely the number and location of the sites were determined by probability related to attaining a 95% confidence level of the results from 120Water's predictive model algorithm. Commissioner Krishnamurthy asked if any lead was discovered in any of the verification sites, and Mr. Grimm stated no lead has ever been discovered in the District's distribution system (pipe, District service line or customer service line).

Jennifer School and Judy Clark are willing to work with the Board on metrics for the General Manager's salary merit pay during the September and October Board meetings, respectively. Mr. Grimm informed the Board that neither himself or Ms. Irwin will be in town for the October meeting. At the September meeting, the Board will decide if the October meeting will be a remote only meeting or if it will be a hybrid meeting with other District staff members on site to host the in-person portion of the meeting. Mr. Grimm also gave a brief demonstration to the Board of the Vector Solutions website, which is the SDAO sponsored training website.

Portland Water Bureau Leadership: Mr. Grimm shared an email from the City of Portland transition team (deputy administrators) which provided a very brief, high-level view of the organization and function of the Water Bureau related to the Bureau of Environmental Services and the Bureau of Transportation. Commissioner Smith asked about the "One Water" concept. Mr. Grimm stated for most of the water industry, "one water" implies a total water cycle view of water resources which would include water reuse as part of the cycle. In Portland's case, it appears that "one water" is more about collaboration among bureaus than it does with capital projects to link drinking water to the total water cycle.

4.2 – Finance Manager's Report: Ms. Irwin shared the District is in the middle of the annual audit (no comments so far from the auditors), and she has been working on the annual financial report. The water rate study with HDR is in a holding pattern while Grayling finishes the CIP project list. Ms. Irwin gave a brief summary of customer bad debt (past due payments) for customers who have moved out of the District and left past due water bills. Debt over \$100 will be sent to collections. Commissioner Schuler made a motion to accept \$845 as bad debt for 2023-24 and charge the debt against the General Fund, Material & Services, appropriation category. Commissioner Eppler seconded the motion, and the motion passed unanimously.

5.0 – COMMISSIONERS COMMUNICATIONS

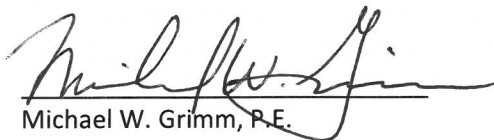
Commissioner Eppler attended the Bull Run Watershed Tour with three of the District's staff. Commissioner Meamber talked briefly about the work that HR Answers and Team HR can do for the Board to provide input on quantifying a merit increase for the General Manager. Each firm has a different depth of knowledge and skill set that would be available for the Board. Mr.

Grimm offered a suggestion that HR Answers is probably the better firm to provide the resources or tools to develop what the Board is seeking, while Team HR is probably the better firm to take the resources and tools and actually create the finished product that the Board is seeking. The consensus of the Board was they thought the meeting went well.

6.0 – ADJOURNMENT

There being no further business to discuss, Commissioner Schuler made a motion to adjourn the meeting. Commissioner Eppler seconded the motion, and the motion was approved unanimously. Chair Krishnamurthy adjourned the August 21, 2024 Board of Commissioners regular meeting at 6:12 PM.

Respectfully Submitted,


Michael W. Grimm, P.E.
Acting Secretary

Approved:

