

**CLACKAMAS RIVER WATER BOARD OF COMMISSIONERS  
REGULAR BOARD MEETING  
September 12, 2024**

**COMMISSIONERS PRESENT:**

Sherry French President  
Naomi Angier, Secretary- arrived late  
Tessah Danel, Treasurer  
Rusty Garrison  
Bob Rubitschun

**STAFF PRESENT:**

Todd Heidgerken, General Manager  
Karin Holzgang, Executive Assistant to the Board

**CRW Employees:** IT Manager, Kham Keobounnam;  
Chief Engineer, Adam Bjornstedt; HR Manager,  
Adora Campbell; Chief Financial Officer, Christina  
Irish; Engineering Manager, Joe Eskew

**COMMISSIONERS ABSENT:0**

**VISITORS:** Bob Steringer, Kevin Williams, Pierre Robert, Chris Hawes

**Call Regular Meeting to Order**

Commissioner French called the meeting to order at 4:37pm. The pledge of allegiance was recited and roll taken

**MOTION:** Commissioner Danel moved to approve the agenda as amended. Commissioner Rubitschun seconded the motion

**MOTION CARRIED 4-0**

**Ayes:** Danel, French, Garrison, Rubitschun  
**Nays:** None  
**Abstentions:** None

**Recess the Regular Meeting and Convene Executive Session**

Executive Session to:

1. Discuss information or records that are exempt by law from public inspection pursuant to ORS 192.660 (2) (f) and 192.355 (9) (a) and ORS 40.225
2. To conduct deliberations with persons designated by the governing body to negotiate real property transactions. ORS 192.660 (2) (e)
3. To conduct deliberations with persons designated by the governing body to carry on labor negotiations ORS 192.660 (2) (d)

**Reconvene Regular Meeting**

**Call Regular Meeting to Order @ 5:59pm**

**Public Comment-** Chris Hawes (Sunrise Water Authority Board President) shared that the Board is invited on September 19 to the Sunrise Water Authority open house will be held including a building dedication

**Consent Agenda**

- CA-1: Gross Payroll and Account Paid for July 2024
- CA-2: Cash & Investment Ending Balances Report
- CA-3: Consider Approval of Surplus Property

**MOTION:** Commissioner Angier moved to approve the consent agenda as presented.  
Commissioner Danel seconded the motion.

**MOTION CARRIED 5-0**

**Ayes:** Angier, Danel, French, Garrison, Rubitschun  
**Nays:**  
**Abstentions:** None

**Agenda Item 1.0 Contract Award: Construction Contract for “Webster Rd. Improvements”.  
Project 23-5305**

Mr. Eskew shared this is a construction project that was previously advertised and bid but the bid was rejected due to the price. Staff decided to rebid the project outside of the summer months and received two bids closer to the Engineers estimate for the project.

**MOTION:** Commissioner Angier move award the Webster Rd. Improvements, Project, 23-5305 construction contract to Trench Line Excavation, Inc. for the bid amount of \$424,896 and authorize the General Manager to sign the completed contract. Commissioner Danel seconded the motion

**MOTION CARRIED 5-0**

**Ayes:** Angier, Danel, French, Garrison, Rubitschun  
**Nays:**  
**Abstentions:** None

**Agenda Item 2.0 Consider Approval of Contract Amendment with Team Electric for On-Call  
Electrical Services**

Mr. Heidgerken shared that this is a current contract with Team Electric for on-call electrical services. At the time the contract was established the original NTE of \$65,000 was historically sufficient. However, with the WTP projects and some other unexpected needs staff feels a need to increase the NTE to accommodate those situations.

Commissioner Garrison asked if maybe an increase in the GM's signature authority may be warranted?

**MOTION:** Commissioner Angier move the Board approve the contract amendment and increase the not to exceed amount to \$130,000 and authorize the General Manager to sign the amendment. Commissioner Danel seconded the motion

**MOTION CARRIED 5-0**

**Ayes:** Angier, Danel, French, Garrison, Rubitschun  
**Nays:**  
**Abstentions:** None

**Agenda Item 3.0 Consider Adoption of Resolution 05-2025, Amending Board Policy**

Mr. Heidgerken shared that the updates to the Board Policy the Board is being asked to adopt are a result to guidance from SDAO related to public meetings laws. Legal Counsel reviewed the guidance and incorporated the SDAO suggested language to align with the SDAO guidance for a public meeting policy. Including the updated language in policy allows CRW to be eligible for Best Practices credit on insurance premiums.

**MOTION:** Commissioner Angier move the Board to adopt Resolution 05-2025 amending Board Policies. Commissioner Danel seconded the motion

**MOTION CARRIED 5-0**

**Ayes:** Angier, Danel, French, Garrison, Rubitschun  
**Nays:**  
**Abstentions:** None

**Agenda Item 4.0 Consider Adoption of Resolution 06-2025, Extinguishing Expired Resolution 16-96**

Mr. Bjornstedt shared that a local improvement district built a waterline in 1996, there was resolution attached to the building of the waterline which has since expired but the property owner is asking for a resolution to show the 1996 resolution is truly expired and not applicable anymore.

**MOTION:** Commissioner Angier move the Board adopt Resolution 06-2025 which will extinguish expired resolution 16-96, "A Resolution identifying the May Road Local Improvement District water line improvements as advance finance improvements eligible for advance financing reimbursement". Commissioner Danel seconded the motion

**MOTION CARRIED 5-0**

**Ayes:** Angier, Danel, French, Garrison, Rubitschun  
**Nays:**  
**Abstentions:** None

**Agenda Item 5.0 Debt Covenant Compliance Reporting for FY 2024 – Including Analysis of the Year’s Revenue and Expenditures**

Ms. Irish presented the Board with letter outlying the debt covenant for the 2016 debt revenue bonds. This report to the Board is required annually. CRW is in compliance for the necessary debt ratio.

**Agenda Item 6.0 FEMA Grant Projects Update (see attached presentation)**

**Agenda Item 7.0 Management Report**

- The Board received the monthly report & CRWP Annual Report
- Regional Water Providers Consortium has met and begun work on the next budget
- WHA Insurance has been awarded a contract for Insurance Agent of Record services
- CRWP watershed tour will be held on October 5<sup>th</sup>. The first stop of the day is a tour of the CRW Water treatment Plant.

**No public comment- None**

**Agenda Item 9.0 Commissioner Reports and Reimbursements**

- Commissioner Angier attended the RWPC Executive Board meeting; the focus was on funding for conducting a study about the public’s perceptions of drinking water
- Commissioner French attended the Oak Lodge Board meeting; C-4 monthly meeting

**Open meeting is adjourned 6:57pm**

# FEMA Grant Projects- Update

Regular Board Meeting  
September 12, 2024

*Presenter: Adam Bjornstedt, Chief Engineer*



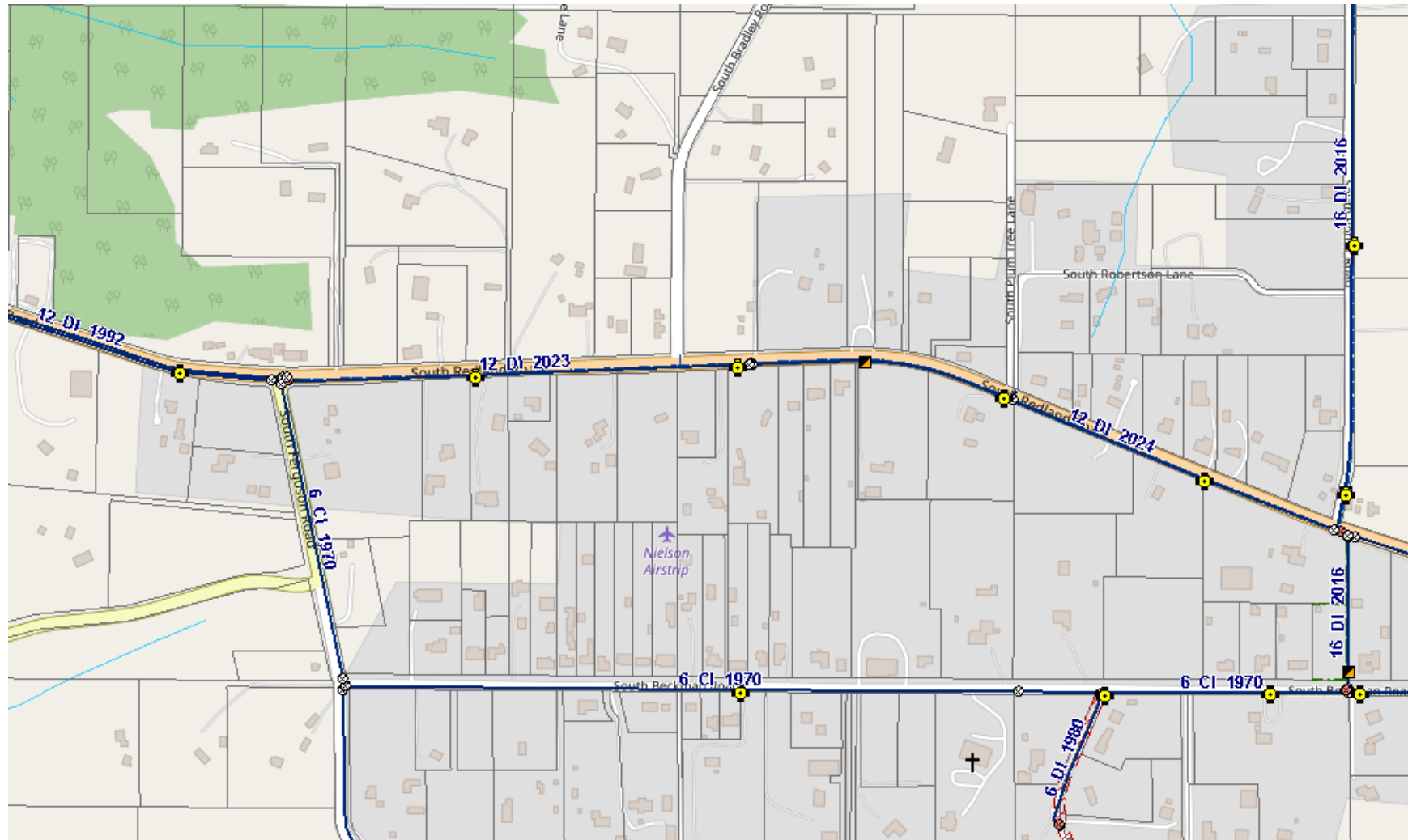
# FEMA Hazard Mitigation Grant Program

- Three CRW projects funded in 2022-23 grant cycle
- Grants reimburse actual expenditures
- Two construction projects of new waterlines (Redland Road “Phase 2”- Bradley to Potter; and I-205 Crossings)
  - These replace old cast iron waterlines at risk of failure.
- One planning project to assess emergency power needs at our remote pump station sites.
- Between FEMA (90%) and State (10%) shares, CRW has essentially no out of pocket expenses.
- Total awarded (all 3 grants) = about \$2.2 million

# Redland “Phase 2” Project

- 2,500 feet of new 12” DI pipe on Redland Road
- Replaces 8” CI pipe between Bradley and Potter Roads
- Companion project to “Phase 1” (complete) which replaced another 2,500 feet of pipe (Bradley to Ferguson)
- Project is complete and under budget

# Redland "Phase 2" Project





# Redland "Phase 2" Project





# Redland "Phase 2" Project



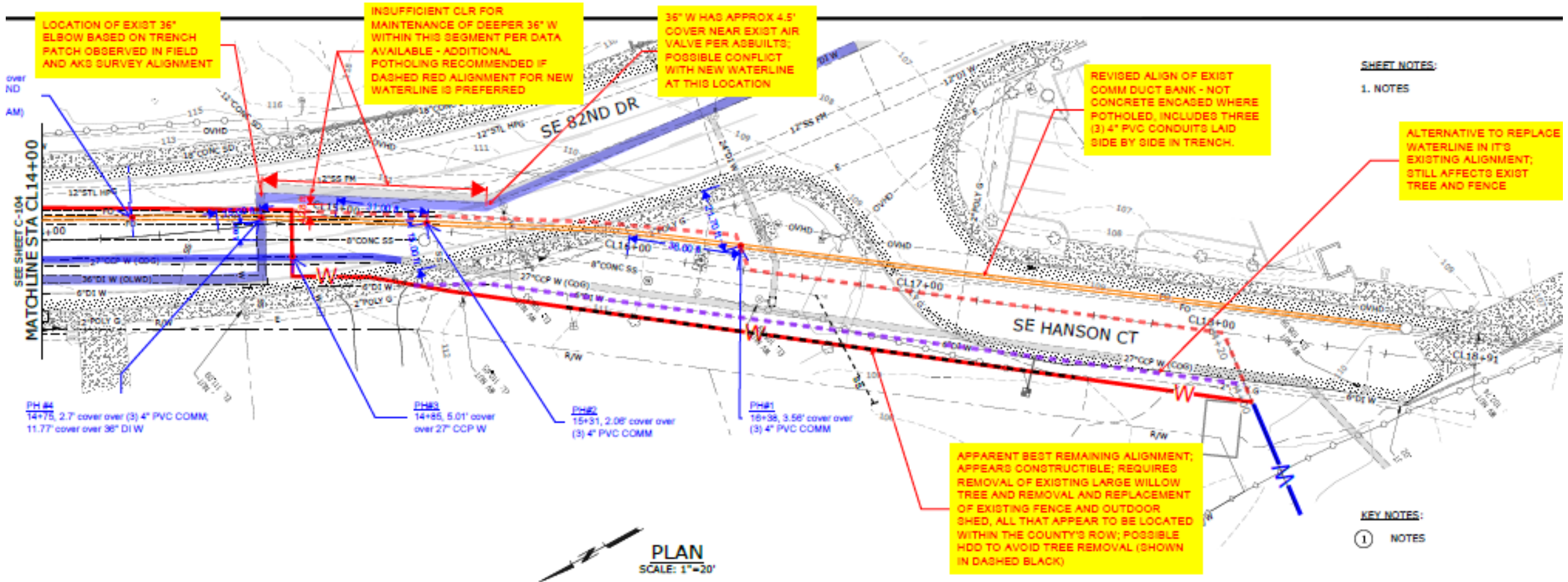


# I-205 Crossings Mitigation Project

- New 12” DI pipe to replace two I-205 CI pipe crossings
- Southern crossing ties to separate 82<sup>nd</sup> Drive waterline replacement project
- Two initial locations identified- Hanson (6”) and Jannsen (8”) crossings
- Issues with utility conflicts and pipe alignment revealed during 82<sup>nd</sup>/Hanson design; switched to Manfield (10”) crossing
- Project is in design



# I-205 Crossings Mitigation Project



# Emergency Power Study Project

- With consultant, assessed 12 sites for applicability/feasibility of installing permanent on-site emergency generators
- Answered key “level of service” questions for each site to determine high priority locations
- 5 of the 12 sites were selected as high priority:
  - Holly Lane PS
  - Glen Oak PS
  - 90<sup>th</sup> PS
  - Beavercreek PS/Reservoir site
  - Barlow Crest PS

# Grant Projects

- Thank you to all involved in administering and executing these projects!
- Looking at further opportunities for grant-funded projects.

Questions?



**Clackamas River Water**

# **Monthly Update**

***September 2024***





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Purchase Order Report- August 2024

Purchase Order Report August 2024

Vendor: 00011 - HACH COMPANY

PO #	Description	Total Amount
25-0064	PH METER AND PROBES	2,466.10

Vendor: 00282 - TERMINIX INTERNATIONAL INC

PO #	Description	Total Amount
25-0068	MONTHLY PEST CONTROL SERVICES	3,200.00

Vendor: 00285 - ARAMARK UNIFORM SERVICES INC

PO #	Description	Total Amount
25-0065	ACCT. #934649000 - BUILDING MAINT. SUPPLIES	5,100.00

Vendor: 00304 - CANTEL SWEEPING

PO #	Description	Total Amount
25-0066	LOT SWEEPING SERVICES	8,800.00

Vendor: 01641 - MP PLUMBING COMPANY

PO #	Description	Total Amount
25-0063	FY25 PLUMBING SERVICES-MP PLUMBING	15,000.00

Vendor: 03701 - SHRED NORTHWEST LLC

PO #	Description	Total Amount
25-0067	ADMIN SHREDDING SERVICE	1,300.00

Vendor: 04635 - BRIDGE CITY HVAC

PO #	Description	Total Amount
25-0062	FY25 HVAC MAINTENANCE & REPAIR	25,000.00

Vendor: 04641 - BEZATES CONSTRUCTION INC

PO #	Description	Total Amount
25-0069	FY25 METAL FABRICATION WORK	10,000.00

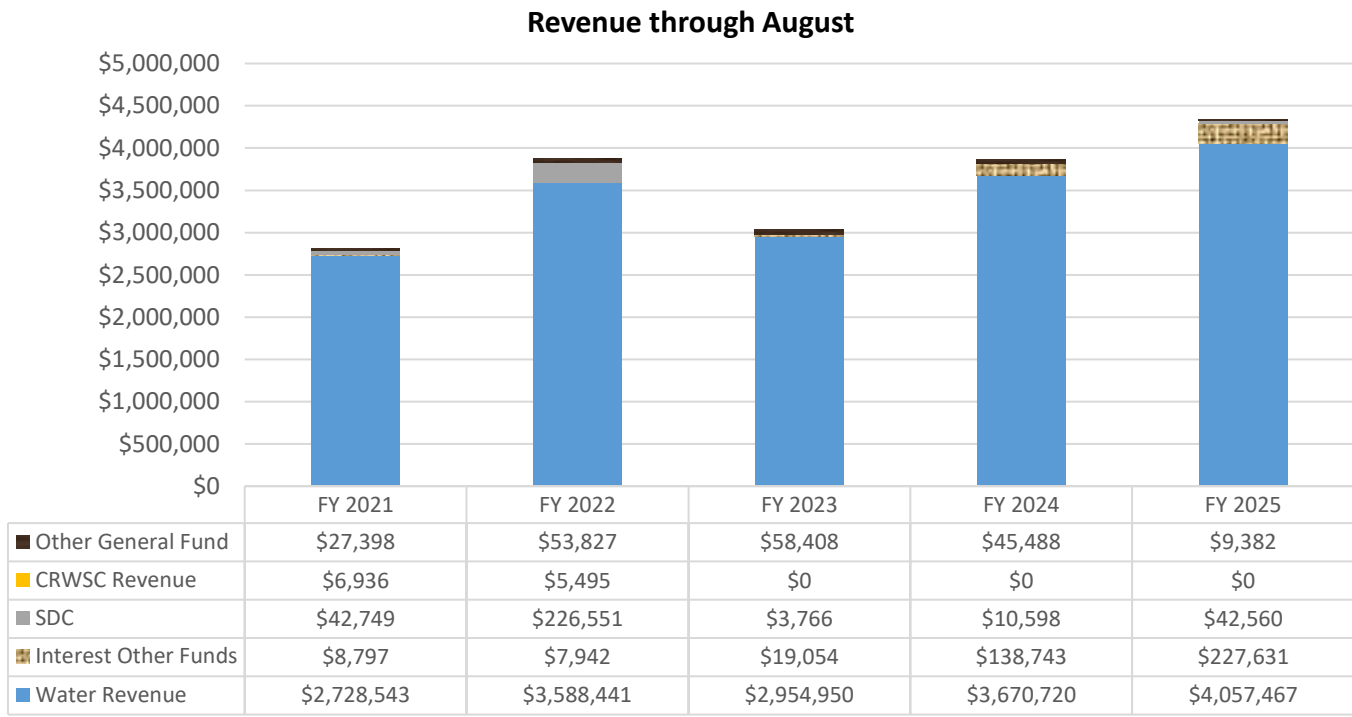
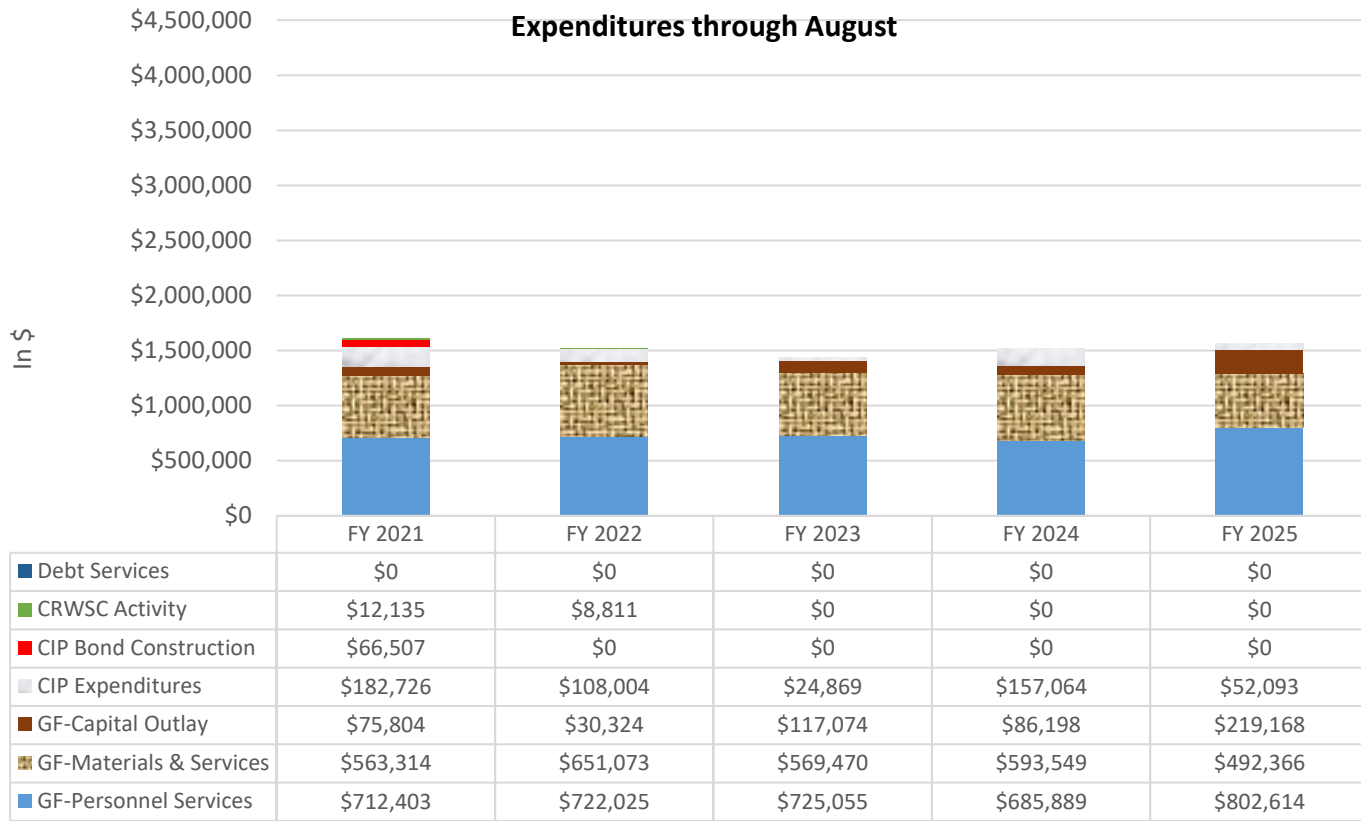
Company	Product / Service	Rates	Eff. Date	Exp. Date	New/Amended/ Extended
K & D	Flagging Services	NTE \$90,000	1/1/24	12/31/24	Amended to increase the NTE; per the Board 7/18
Meterreaders LLC	Meter Reading Services	NTE \$94,000	7/1/22	6/30/25	Amended & Extended for time and NTE per the Board 7/18
S 2 Contractors, Inc	Paving Services	NTE \$88,000	7/15/24	7/14/25	Approved by the Board 7/18
Team Electric	On-Call Electrical Services	NTE \$74,750	1/1/24	12/31/24	Amended to increase the NTE
Verizon Wireless	Cell phone plans/Equipment		3/19/21	8/11/29	Extended
WHA Insurance Agency, Inc.	Insurance Agent of Record Services	NTE \$40,000	9/2/24	8/31/27	New Contract

Summary of Legal

	<i>August 2024</i>
Harrang Long Gary Rudnick monthly retainer	\$ 4,600.00
Harrang Long Gary Rudnick work outside of retainer/Client Cost	\$
Sub-contracted legal services	\$ _____
<b>Total Legal</b>	<b>\$ 4,600.00</b>

Public Records Request Received

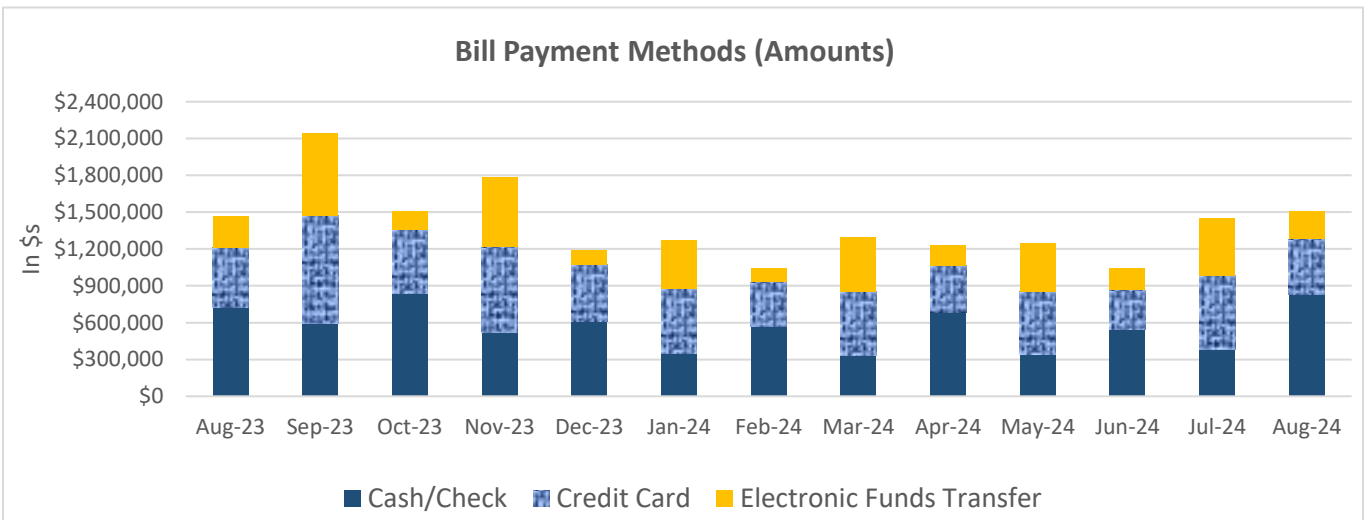
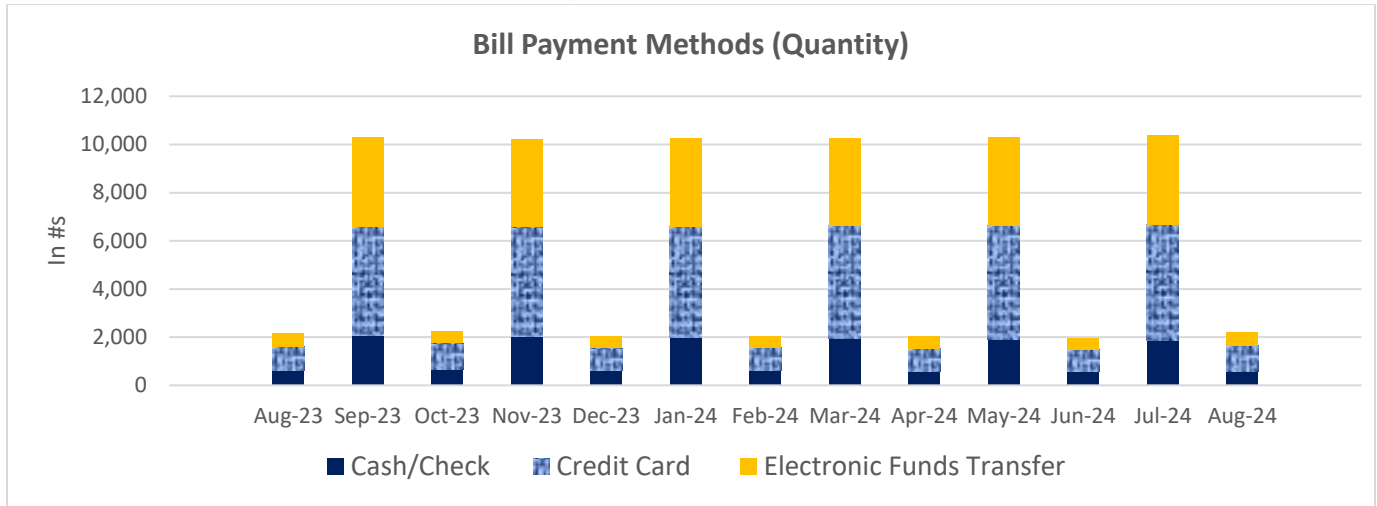
**Number of Records Requests Received in August 2024** **1**



1) Water Revenue is higher than prior years due to unusually higher temperatures in July and increased rates. 2) SDC revenue saw additional development applications in August. 3) Interest Other Fund revenue is higher primarily due to increasing interest rates and a higher account balance. 4) Personal Services expenditure is higher compared to last year due to all positions being filled. 5) CIP expenditures is low with the completion of several projects in FY24 6) GF-Capital Outlay is higher than prior years due to payment of a purchased vehicle 7) There are no costs for CIP Bond or CRWSC as those funds have been closed out but will be reported in the 5-year graph.

(as of the end of August 2024)

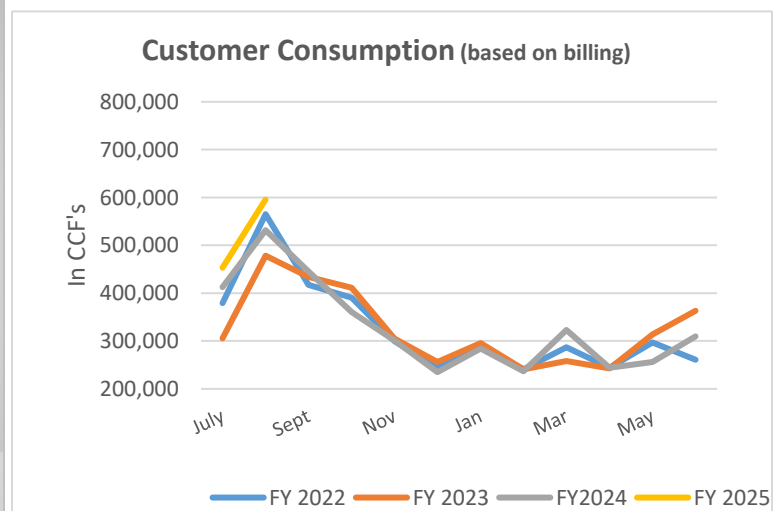
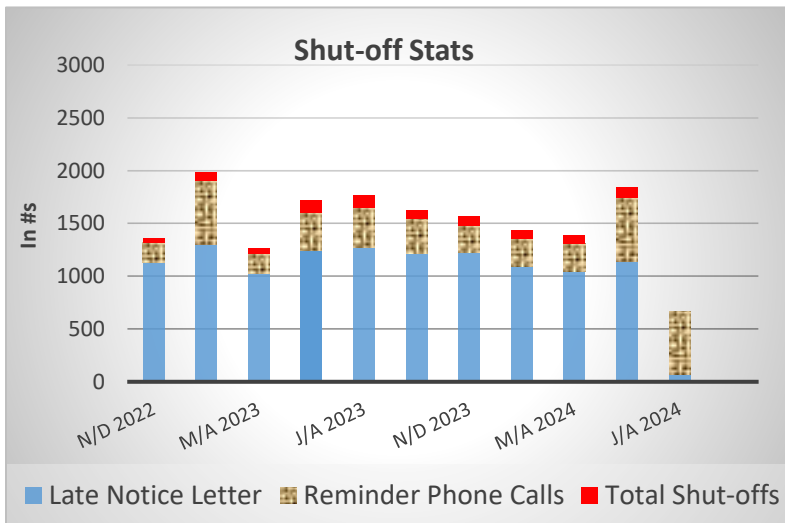
Residential Customers are billed on even months, Commercial Customers are billed on odd months.



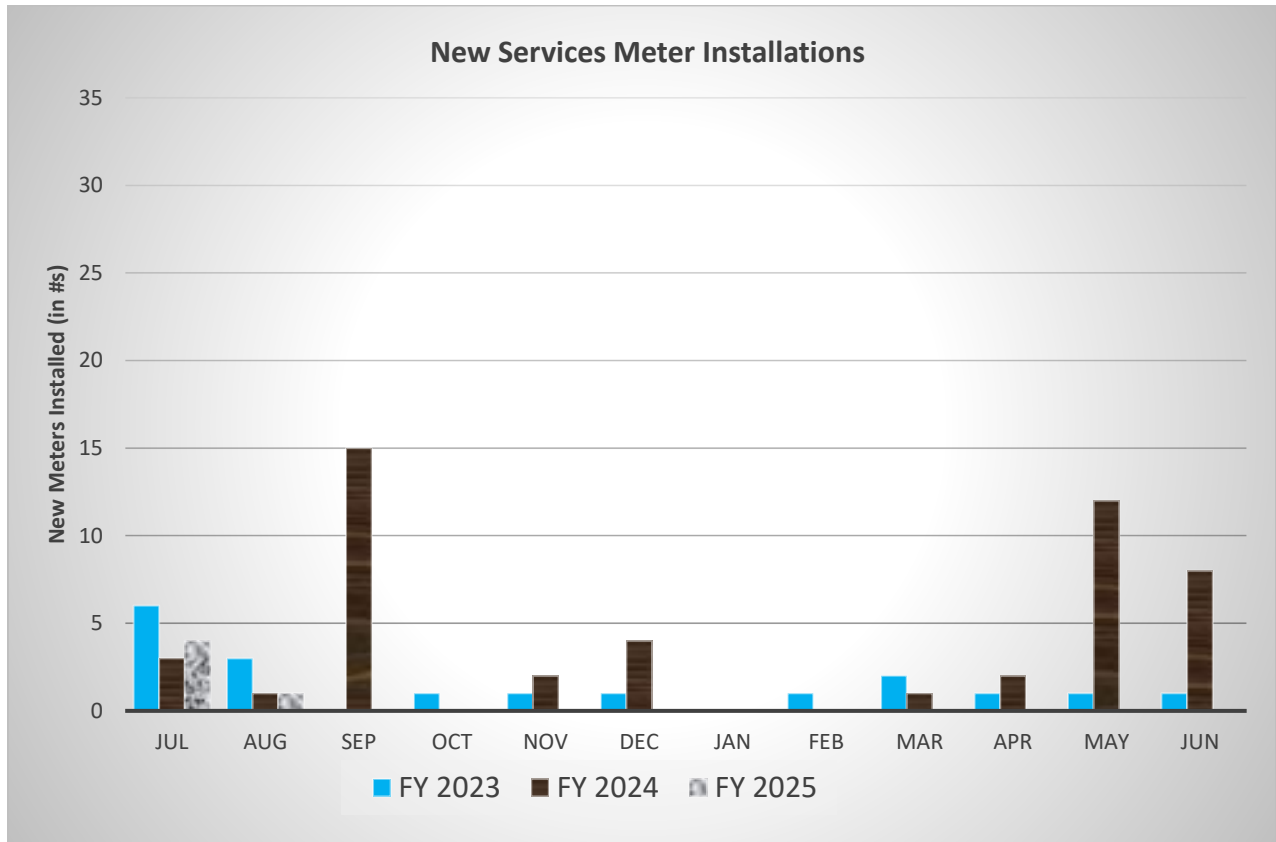
Cash/Check – Received via Lockbox, Counter

Credit Card – Received via CRW Initiated Automatic Payment, Walk-ins/Phone Calls, and Website

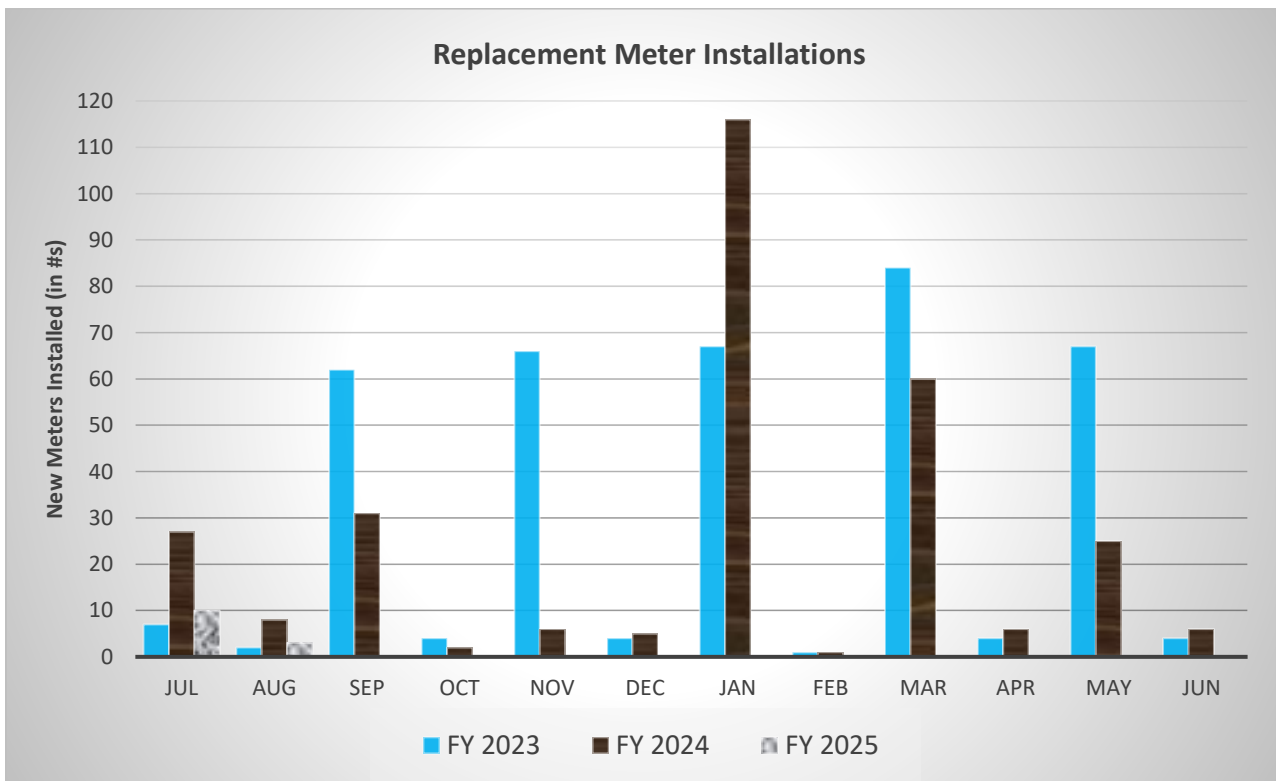
Electronic Funds Transfer – Received via Bank-to-Bank Transfer, Automatic Checking Withdrawal (RapidPay)



\*Reminder Phone Calls are made during the even months. Shut offs occur the following month. \*\*Jan/Feb late notice number is an estimate \*No late notices Sept-Dec. '20; reinstated February and sent in May 2021



No new services for Sept. FY21, April F22, Sept. FY 22, Sept. FY 23, Jan FY23, Oct. FY24, Jan FY24, Feb FY24



**Annual 2024 Goal for Meter Replacement is 350- Year to date is 227**

## Operation Statistics

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	Leak Repairs Made (all pipe sizes)	Leak Detection Completed (miles)	Hydrant Maintenance	Locate Requests	Valve Maintenance & Mapping	After-hours Callouts	Meter Maintenance Tasks	Cross Connection Inspections
Jan. 2024	3	0	38	311	4	28	60	5
Feb. 2024	0	0	109	340	116	3	0	13
Mar. 2024	1	0	4	397	7	3	86	16
April 2024	0	0	91	483	18	3	0	0
May 2024	1	0	21	469	35	4	44	15
June 2024	0	22.0	126	402	1	5	0	10
July 2024	3	19	127	423	0	7	50	2
Aug. 2024	1	38	105	418	0	16	0	0
Sep. 2024								
Oct. 2024								
Nov. 2024								
Dec. 2024								
<b>Total to Date</b>	<b>9</b>	<b>79</b>	<b>621</b>	<b>3243</b>	<b>181</b>	<b>69</b>	<b>240</b>	<b>61</b>
<b>2024 Annual Goal</b>	N/A	97	905	N/A	600	N/A	N/A	96

Note - Annual maintenance goals are established based on several criteria including; AWWA Best Management Practices, identified system priority maintenance and repair focus needs, and internal/external project forecasts.

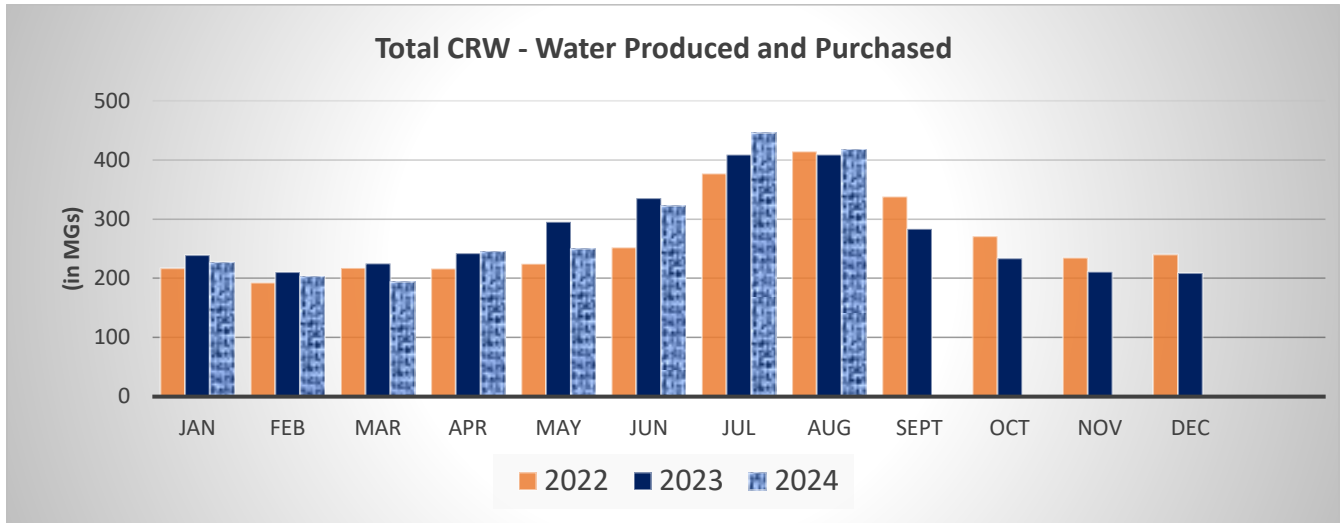
## Capital Project Status Report – August 2024

Project No.	Name	Project Budget	Spent to Date	Remaining Project Budget	Project Status
5301	Trans/CRW Impact Projects	\$250,000	\$9,607	\$240,393	
Utility coordination and adjustments at: Johnson Cr. Blvd at 79th Place Signals; ODOT 82nd Ave., Webster Rd.					
5303	82 <sup>nd</sup> Dr. Waterline Phase 2	\$1,041,000	\$112,552	\$928,448	In Design
New survey complete. Beginning conflict analysis and route selection.					
5291	I-205 Crossings:	\$1,119,000	\$133,576	\$985,424	In Design
Grant amendment approved, proceeding with design at Manfield Ct.					
5306	Redland Rd. Waterline Phase 2	\$1,355,000	\$773,409	\$581,591	Complete
Complete.					
5307	Redland Rd. PRV	\$1,003,000	\$30,698	\$972,302	In Design
Design in progress.					
5308	Low Lift PS Improvements	\$749,000	\$501	\$748,499	In Design
Scoping project.					
5309	WTP Structural Improvements	\$1,000,000	\$222,884	\$777,116	Construction
Repairs ongoing. Evaluating next steps.					
5273	Redland Rd. Waterline Phase 1	\$666,000	\$359,216	\$306,784	Complete
Complete.					
5270	Linwood Road Improvements	\$210,000	\$127,553	\$82,447	Construction
Punch list items are ongoing.					
5278	Monroe Street Improvements	\$850,000	\$55,329	\$794,671	In Design
The design is 100% complete. County scheduled to advertise for construction in September 2024.					
5280	Pump Station Chlorine	\$142,000	\$7,695	\$134,305	In Design
Design at 30% complete.					
5281	WTP Polymer Feed System	\$252,000	\$938	\$251,062	In Design
Design at 30%. Construction tentative beginning of 2025.					
5282	WTP Filter Valve Replacement	\$1,302,000	\$1,215,396	\$53,947	Complete
Complete.					
5302	King Rd Improvements	\$0	\$1,202	(\$1,202)	Design
Opportunity project with City of Milwaukie Road improvements. Approx. 1000 LF of waterline replacement. Exploring IGA with Milwaukie.					
5305	Webster Improvement	\$0	\$31,126	(\$31,126)	Construction
Bid with Trench Line Excavation as successful bidder.					
5292	Johnson Cr Blvd Improvements	\$0	\$2,004	(\$2,004)	In Design
Coordinating with Clackamas County. Project downsized to pavement overlay with ADA upgrades at intersections.					
5312	Thiessen Rd. Culvert Crossing	\$0	\$2,358	(\$2,358)	In Design
Coordinating 8" waterline relocation to accommodate Clackamas County culvert replacement.					

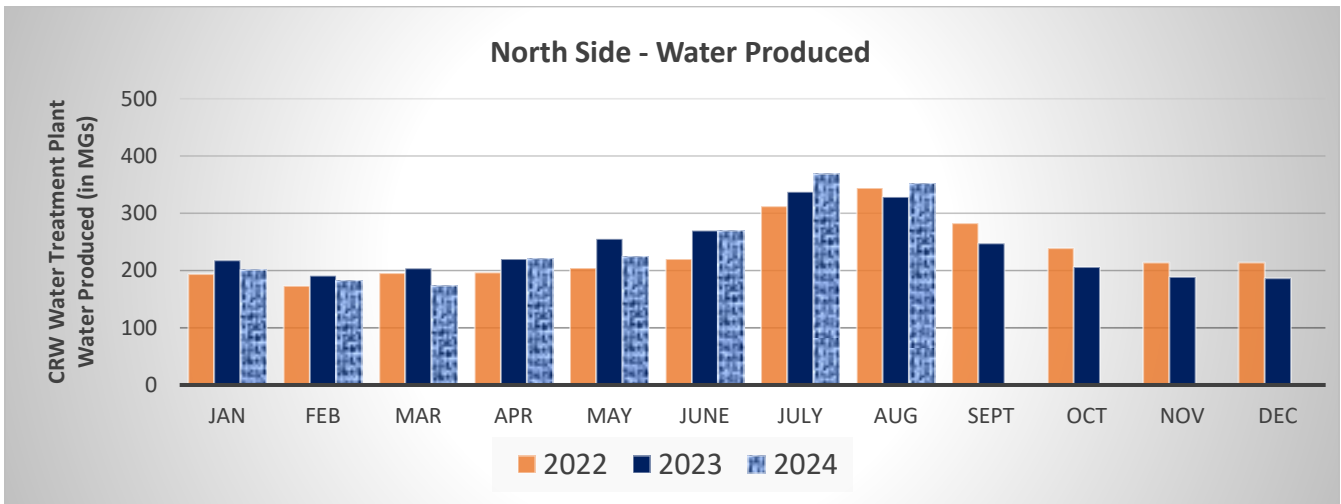


Private Project Tracking – August 2024

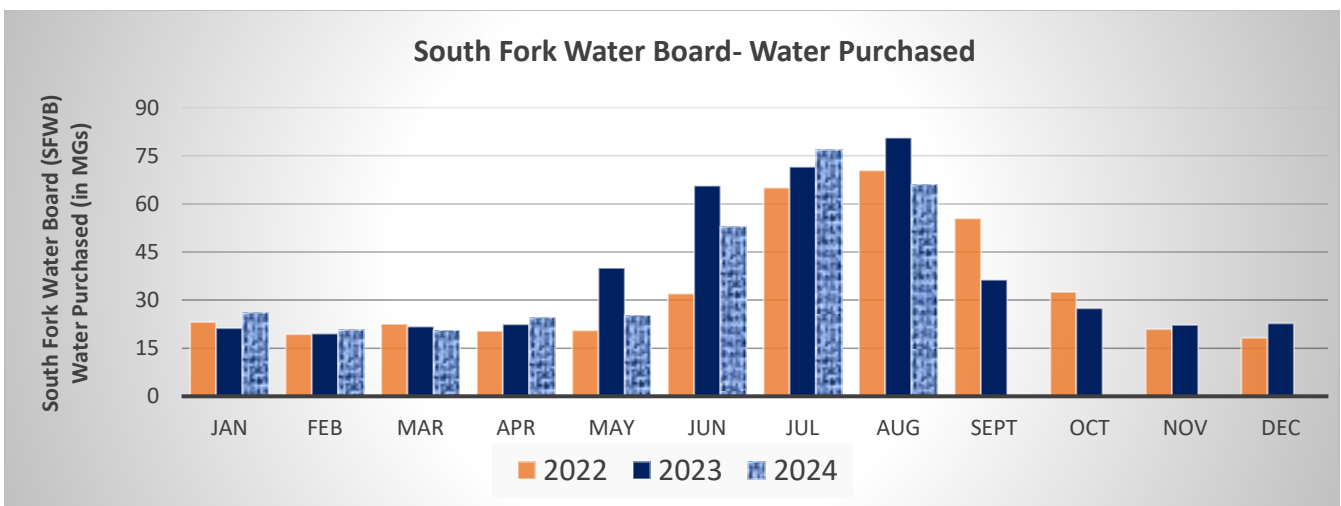
Project No.	Name	Description	Phase	Status
<b>20-5262 Private</b>	Bonaventure Senior Living	6" fire service and 3" meter	Const.	Punch List.
<b>22-5295 Private</b>	Jannsen Multi-Family	New fire and domestic service for 8-plex development.	Const.	On Hold.
<b>22-5298 Private</b>	Serres Farms 2 Subdivision	7-lot subdivision	Const.	Pending Construction Start.
<b>23-5299 Private</b>	Prologis Park Clackamas	4-Warehouses with Fire and domestic service	Design	Developer reimagining site configuration with redesign.
<b>23-5304 Private</b>	WES - IT2 30" Force Main	Relocate waterline at four locations	Const.	WES has selected Tapani as Contractor. Pending Construction Start.



\*March & April 2024 Data includes water purchased from NCCWC during WTP Shutdown



\*March & April 2024 Data includes water purchased from NCCWC during WTP Shutdown



### **Regulatory**

All 73 samples collected and analyzed for the August monitoring period showed no presence of coliform/*E. coli* bacteria.

### **Cyanotoxin Testing**

Microcystin and Cylindrospermopsin sampling of our raw water began in May and occurs every two weeks for compliance.

No cyanotoxins have been detected in our raw water.

### **Non-Regulatory**

General water quality parameters (pH, temperature, chlorine, TDS, hardness, alkalinity) were collected throughout the distribution system at 16 locations in the North and South systems.

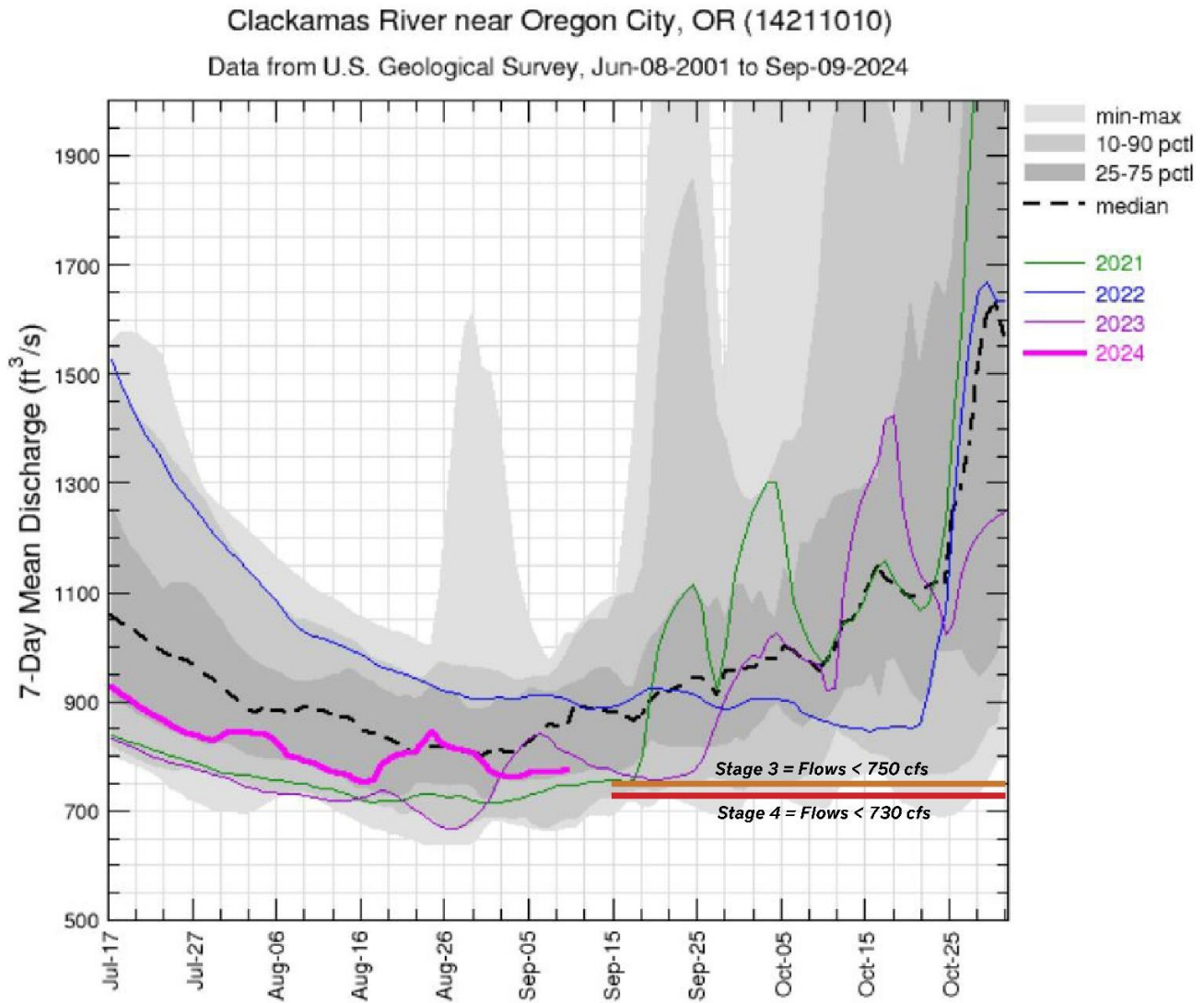
Monthly watershed sampling was conducted at 4 long-term sampling locations for total organic carbon, nutrients (nitrate/nitrite, total phosphorus, orthophosphate, etc), coliform density, pH,

Weekly algae monitoring is occurring at 3 locations in the North Fork Reservoir and CRW's intakes. This work includes species monitoring with the FlowCAM and nutrient analysis.

## River Flow Conditions Reports

- The current Clackamas River **7-day average streamflow is 86% of normal** (median).
- August **precipitation in the Clackamas basin was 191% of normal**. Precipitation since the beginning of the water year (October 1 – September 8) has been 101% of normal.
- **The three-month outlook (Sep-Nov)** from the NOAA Climate Prediction Center calls for **equal chances of above and below temperatures and a slightly elevated chance of above normal precipitation for Western Oregon**.

**Note:** Flow is currently at a 7-day average of 772 cfs. We have flow triggers for conservation at 750 and 730 cfs beginning September 15<sup>th</sup>. With rain in the forecast on September 11<sup>th</sup>, it seems likely that this will **create no issues for us this fall**.



Mon Sep 9 14:39:20 2024