

**CLACKAMAS RIVER WATER BOARD OF COMMISSIONERS
REGULAR BOARD MEETING
April 11, 2024**

COMMISSIONERS PRESENT:

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

STAFF PRESENT:

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

CRW Employees: IT Manager, Kham Keobounnam;
Engineering Manager, Joe Eskew; Chief Engineer,
Adam Bjornstedt; Water Resources Manager, Steve
Houck; WTP Supervisor, Keith Scranton

COMMISSIONERS ABSENT:0

VISITORS: Bob Steringer, Kevin Williams

Call Regular Meeting to Order

Commissioner French called the meeting to order at 6:02pm. The pledge of allegiance was recited

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

MOTION CARRIED 5-0

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

Public Comment- None

Consent Agenda

CA-1: Gross Payroll and Account Paid for March 2024
CA-2: Cash & Investment Ending Balances Report

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

MOTION CARRIED 5-0

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

Agenda Item 1.0 Consider Approval the Contract with City Wide Facility Solutions for Janitorial Services

Mr. Heidgerken shared that this is a contract for Janitorial Services, this company had previously been on contract with CRW and when the current contract a solicitation was conducted and City Wide was the successful respondent.

Commissioner Angier asked if staff have been happy with the services provided- yes. Commissioner Rubitschun asked about the frequency of cleanings- 3 times at Admin, 3 times at SysOps and 2 times at WR per week plus Riverside Park.

MOTION: Commissioner Danel move to approve a contract with City Wide Facility Solutions Janitorial Services for a Not To Exceed amount of \$82,000 per year and authorize the General Manager to sign the contract. Commissioner Rubitschun seconded the motion.

MOTION CARRIED 5-0

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

Agenda Item 2.0 Consider Approval of the intergovernmental Agreement (IGA) with Clackamas County for Emergency Debris Removal

Mr. Heidgerken shared this is an agreement for Emergency purposes after an event to remove debris. This would allow CRW to have a company available to use for debris removal following an event.

MOTION: Commissioner Danel move the Board approve the Intergovernmental Agreement (IGA) with Clackamas County for Emergency Debris Removal. Commissioner Rubitschun seconded the motion.

MOTION CARRIED 5-0

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

Agenda Item 3.0 Consider Approval of Resolution 04-2024 – Updating Water Rates Charges to Oregon City Effective January 1, 2024

Mr. Heidgerken shared that this a Resolution that the Board will see annually in order to update water rates per the provisions in the IGA between City of Oregon City and CRW for serving the property. There is a cap of a 3% increase annually but can be adjusted following a rate study.

Commissioner Garrison asked if the City is aware of the rate increase-yes.

MOTION: Commissioner Danel move the Board approve Resolution 04-2024 Updating Water rates charges to Oregon City effective January 1, 2024. Commissioner Rubitschun seconded the motion.

MOTION CARRIED 5-0

Ayes: Angier, Danel, French, Garrison, Rubitschun

Nays:

Abstentions: None

Agenda Item 4.0 Update to Lead and Copper Rules- Service Line Inventory Initiative (see attached presentation)

Mr. Bjornstedt provided an update on the initiative. CRW has successfully completed the service line inventory through a random sampling of services (~681 properties) to confirm if there was lead present in those services or not. No lead service lines were found in the sampling. The spreadsheets confirming the presence or not of lead for all the services samples will be provided to the State ahead of the October 16, 2024 deadline.

Commissioner Angier asked if the rule applies to the line from the CRW water line to the meter and from the meter to the house. Commissioner Garrison asked about the continued sampling after the initial inventory would need to continue if no lead piping was found.

Agenda Item 5.0 Water Treatment Plant (WTP) Filter Valve Replacement and Concrete Repair/Seismic Bracing Projects Update (see attached presentation)

Mr. Eskew & Mr. Bjornstedt shared an update of the work at the WTP with the filter valve replacement and other project work.

This project started with the pre order of the valves a few years ago, last month a contract was entered into with Emery & Sons to remove the old filter valves and install new filter valves.

While the plant is down the Concrete Repair and Seismic Bracing project is being conducted. This project is being done because it is easiest to conduct during a shutdown. After work began to address a know crack in the settling basin more additional work and repair are needed and additional items have been found that need addressing. One of the additional areas that need to be addressed would take longer to complete than the time left while the plant is shutdown. The consulting structural Engineering firm has identified a plan to address the issue immediately and then another time would be considered for another shut down to complete the repair more permanently. Additional investigation of areas of the plant during the draining of the water has provided a lot of more in depth information of the plant

Agenda Item 6.0 Management Report

- The Board was provided the monthly report, the April billing insert and the summary notes from Commissioner Garrison who attended the March NCCWC Board meeting.
- Commissioner Rubitschun completed the SDAO Leadership training (now there are two including Commissioner French)
- Staff was able to amend the agreement with the Credit Card processing company for bill pay and reduce the amount of fees charged to CRW
- The Board will be reviewing the draft update of the Board Policy at the April Work Session
- Staff participated in the Clackamas Community College Job Fair on April 9.
- Working with an Executive Search firm to fill the CFO position; interviewing for a Water Treatment & Processing Specialist; Screening candidates for the Customer Service Specialist with the anticipation of interviews being scheduled in the next few weeks. Also opened the Summer Intern position in the distribution group this week.

No public comment- None

Agenda Item 8.0 Commissioner Reports and Reimbursements

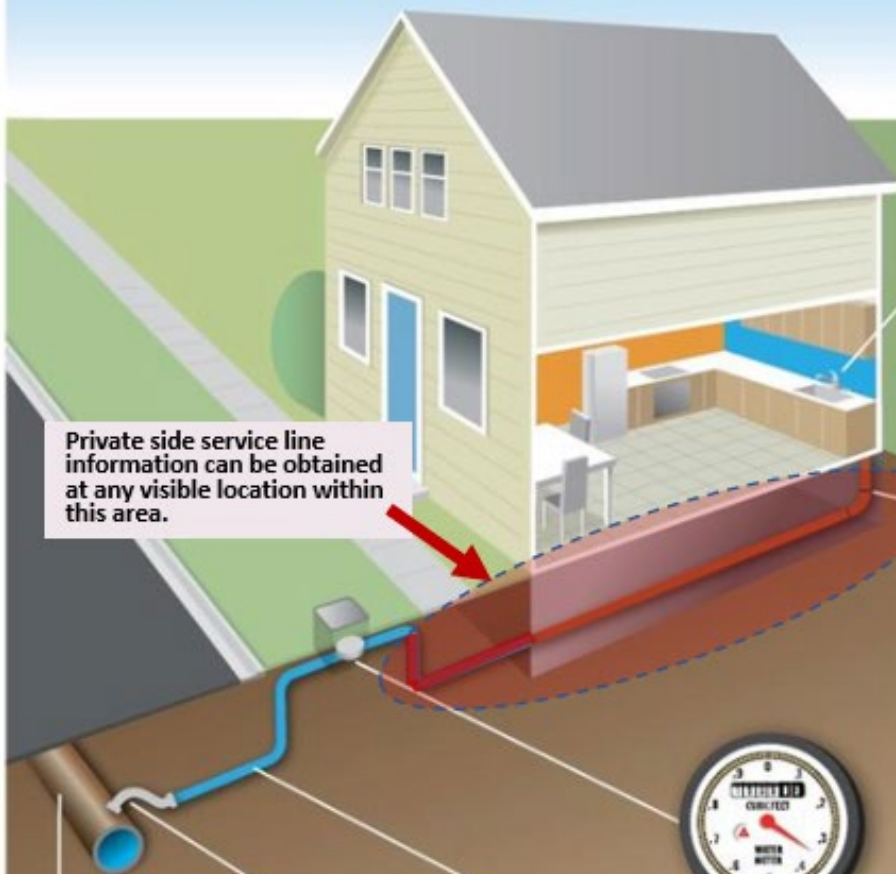
- Commissioner Angier attended the RWPC Executive Board meeting- focus of discussion was on updating and consolidating the by-laws
- Commissioner Garrison attended the NCCWC meeting- Held a budget committee meeting at the start of the Board meeting.
- Commissioner Garrison & French attended the Clackamas Little League Opening day ceremonies; Commissioner French threw out the first pitch for the season. Also attended the MPAC meeting, Attended the Oak Lodge Board meeting

The CRW Board of Commissioners is convening an Executive Session to:

1. To 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. 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)

Open meeting is adjourned 7:15pm

Home Plumbing Can Add Lead to Your Drinking Water



Private side service line information can be obtained at any visible location within this area.



MAY CONTAIN LEAD



Faucets and Fixtures

Faucets installed before 2014 could contain leaded brass.



Lead Solder

Lead solder was commonly used to join copper pipe before 1985.


LEAD FREE

Water Main

Clackamas River Water never used lead pipes in the water mains.

Lead Pigtails

Used prior to WWII. All known pigtails removed by 1998.

Service Lines

Clackamas River Water never used lead pipes for the service line.

Water Meter

Clackamas River Water complies with lead-free or low-lead requirements when replacing meters.



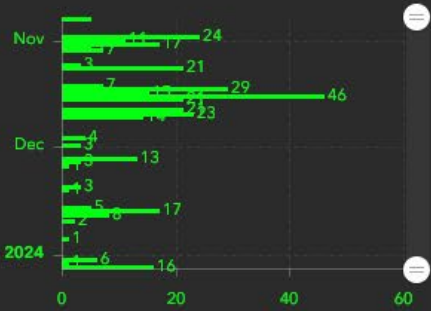
Service Line Inventory Dashboard

North Side Total Completed By Month



Last update: 29 seconds ago

North Side Completed Each Day



Last update: 29 seconds ago

North Side Percentage Complete

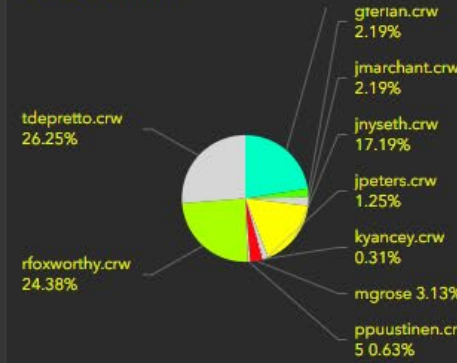


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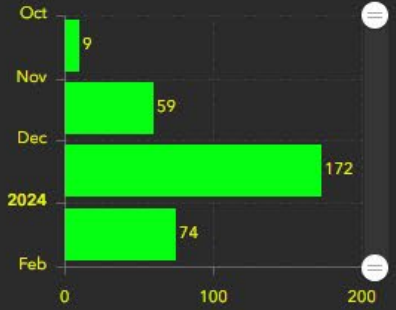
North Side Totals



South Side Totals

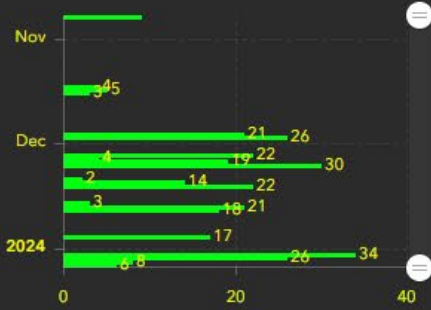


South Side Total Completed By Month



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South Side Completed Each Day

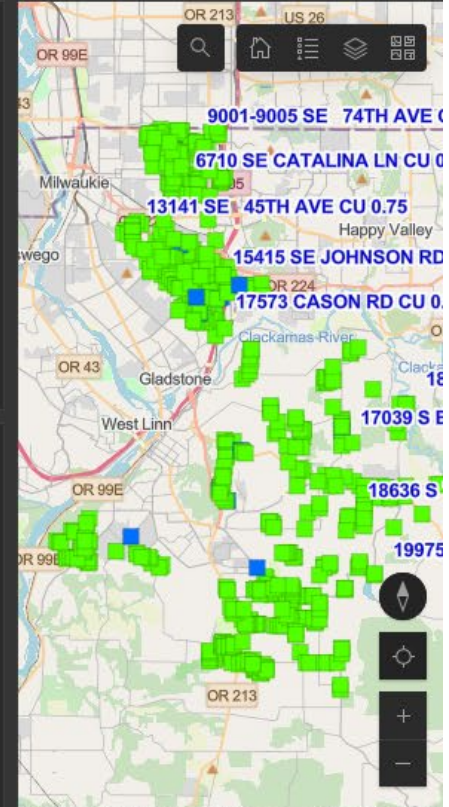


Last update: 29 seconds ago

South Side Percentage Complete



Last update: 29 seconds ago



North Side Total Investigations

361

Last update: 29 seconds ago

North Side Incomplete

0

Last update: 29 seconds ago

North Side Need Vac

0

Last update: 29 seconds ago

North Side Need Alternate

8

Last update: 29 seconds ago

North Side Completed

353

Last update: 29 seconds ago

South Side Total Investigations

320

Last update: 29 seconds ago

South Side Incomplete

0

Last update: 29 seconds ago

South Side Need Vac

0

Last update: 29 seconds ago

South Side Need Alternate

6

Last update: 29 seconds ago

South Side Completed

314

Last update: 29 seconds ago

Required for Lead service line inventory

Site ID	Location Identifier (Required for Lead and GRR status only - optional for other service lines)	Water system owned service line current material	Water System service line material identification method	Customer owned service line current material	If customer service line is galvanized, was upstream service line material ever lead?	Customer service line material identification method
Example:	123 Example Way	Non-lead - UNK - post 1985	On site inspection only	Non-lead - UNK - after 1985	No	Records only
1	4567 SE 82nd Ave, Happy Valley Example	Non-lead - Other	Statistical /predictive modeling	Non-lead - Copper	NA - not galvanized	Both records and inspection
2	12345 S Henrici Rd, Oregon City Example	Non-lead - unk - post 1985	Records only	Non-lead - unk - post 1985	NA - not galvanized	Records only
3		Non-lead - Other	Records only	Non-lead - Plastic	NA - not galvanized	

Project Updates

WTP Filter Valve Replacements (21-5282)

WTP Concrete Repair and Seismic Bracing (23-5309)

Regular Board Meeting ~ 4/11/24

Presenters: Adam Bjornstedt and Joe Eskew

WTP Filter Valve Replacements





03/26/2024 06:35





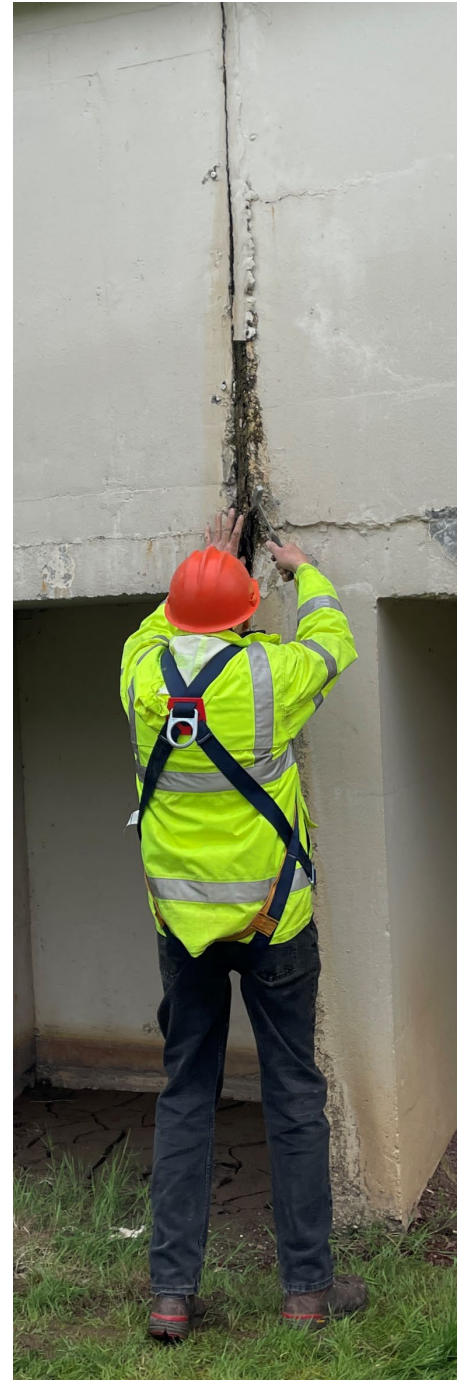




WTP Concrete Repair and Seismic Bracing













Clackamas River Water

Monthly Update

April 2024



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Purchase Order Report- March 2024

Purchase Order Report March 2024

Vendor: 00391 - NORTHWEST PUMP & EQUIP CO

<u>PO #</u>	<u>Description</u>	<u>Total Amount</u>
24-0121	FY24 COMPRESSOR REPAIR AND SERVICE.	20,000.00

Vendor: 01833 - MIKE PATTERSON PLUMBING

<u>PO #</u>	<u>Description</u>	<u>Total Amount</u>
24-0120	FY24 BLANKET PO - CRW FACILITY PLUMBING SERVICE	25,000.00

Vendor: 03701 - SHRED NORTHWEST LLC

<u>PO #</u>	<u>Description</u>	<u>Total Amount</u>
23-0149	QUARTERLY SHREDDING SERVICES	1,364.00

Vendor: 04180 - MADRONE TECHNOLOGY GROUP INC.

<u>PO #</u>	<u>Description</u>	<u>Total Amount</u>
24-0127	SCADA RACK AND UPS BACKUP	5,498.98

Vendor: 04225 - BAY VALVE LLC

<u>PO #</u>	<u>Description</u>	<u>Total Amount</u>
24-0128	Low Lift Limit Tourque #2	8,125.20

Vendor: 04553 - ANTEC CORPORATION

<u>PO #</u>	<u>Description</u>	<u>Total Amount</u>
24-0086	FIELD SUPPORT SERVICES - SEAL REPLACEMENT	1,050.00

Vendor: 04577 - MATRIX VIDEO PRODUCTION INC

<u>PO #</u>	<u>Description</u>	<u>Total Amount</u>
24-0125	MATRIX VIDEO PRODUCTION INC. - CFD TRAINING VIDE	1,875.00

Vendor: 04598 - CHEMTRAC LLC

<u>PO #</u>	<u>Description</u>	<u>Total Amount</u>
24-0130	HYDROACT 2 WITH DURATRAC 4 SCM	13,315.00

Contract Log

(Executed since last board meeting March 14, 2024)

Company	Product / Service	Rates	Eff. Date	Exp. Date	New/Amended/ Extended
Asterra	Satellite Leak detection	NTE \$37,950	3/11/24	3/11/25	New. Budgeted in the 23-25BN
Carlson Testing, Inc.	Testing & inspection for the WTP Concrete and Seismic project	NTE \$10,500	3/4/24	6/30/24	New
Ecamsecure	Security system equipment & labor	NTE \$209,016	9/14/23	5/15/24	Original contract approved by the Board amended for additional work
FCS Group	Rate analysis assistance	NTE \$75,000	5/1/22	4/30/25	Extended
First Response	Fire alarm monitoring	NTE \$15,000	7/1/22	6/30/25	Extended and modified scope
Madrone Technology Group	IT Support, Equipment, license, subscriptions	NTE \$209,000	7/1/21	6/30/24	Amended
Wolfe Consulting LLC	Finance & Accounting Support	NTE \$60,000	3/11/24	12/31/24	New

Summary of Legal

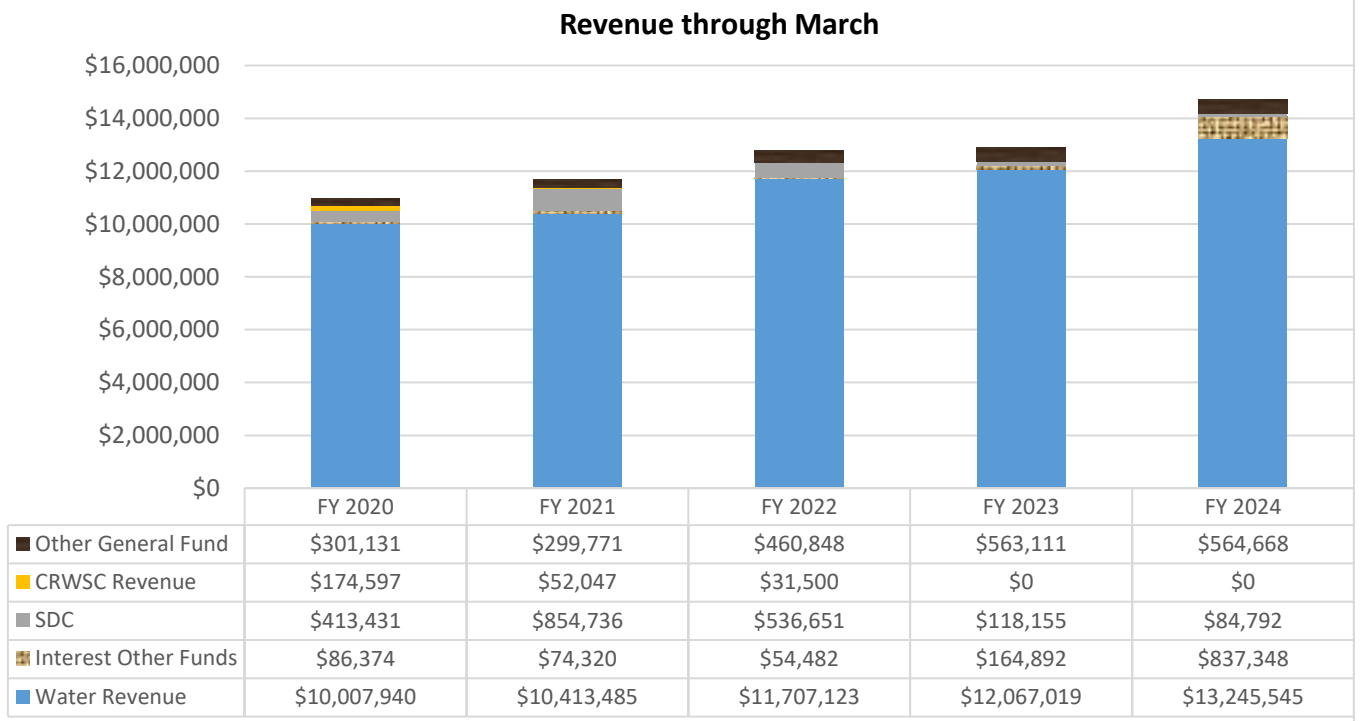
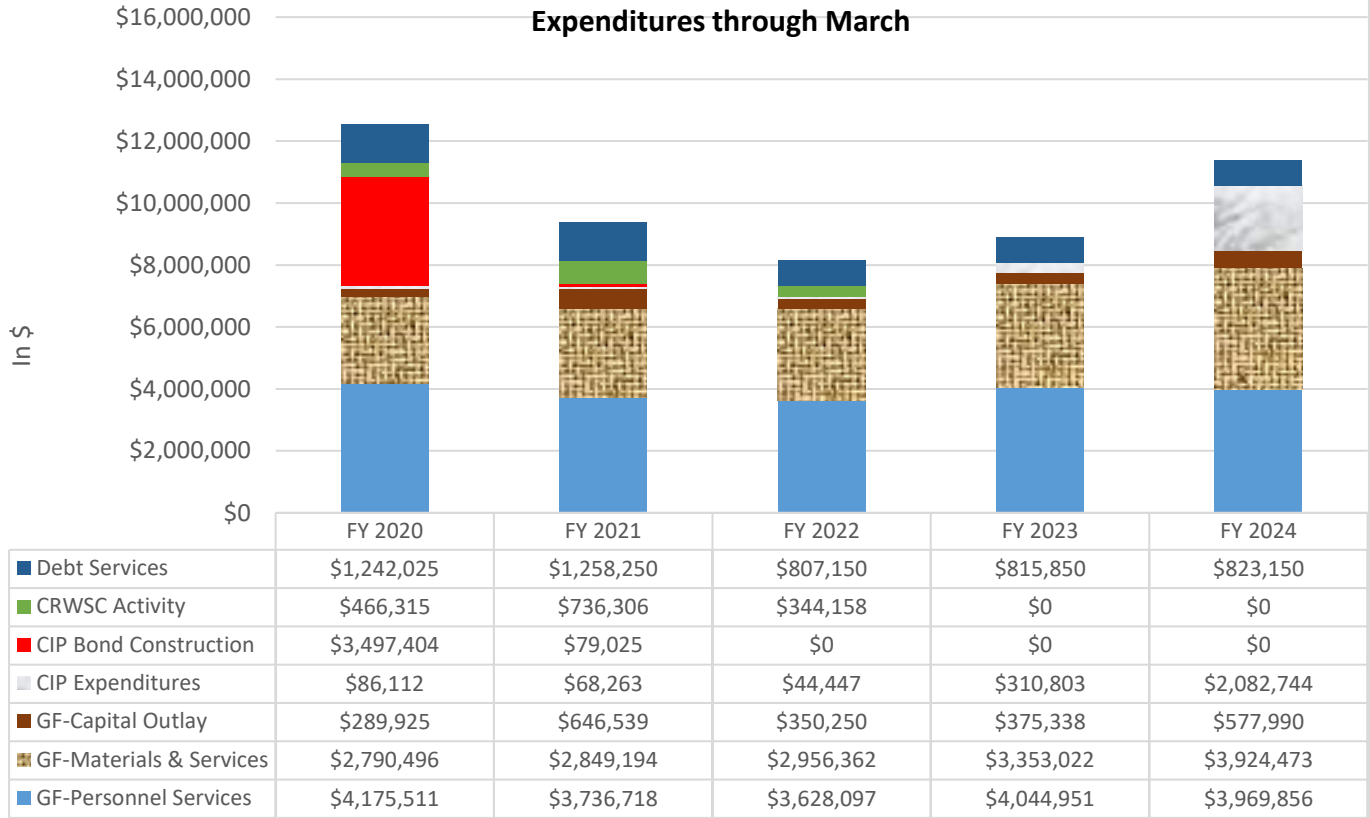
March 2024

Harrang Long Gary Rudnick monthly retainer	\$ 4,600.00
Harrang Long Gary Rudnick work outside of retainer/Client Cost	\$ 939.36
Sub-contracted legal services	\$ _____
Total Legal	\$ 5,539.36

Public Records Request Received

Number of Records Requests Received in March 2024 **0**

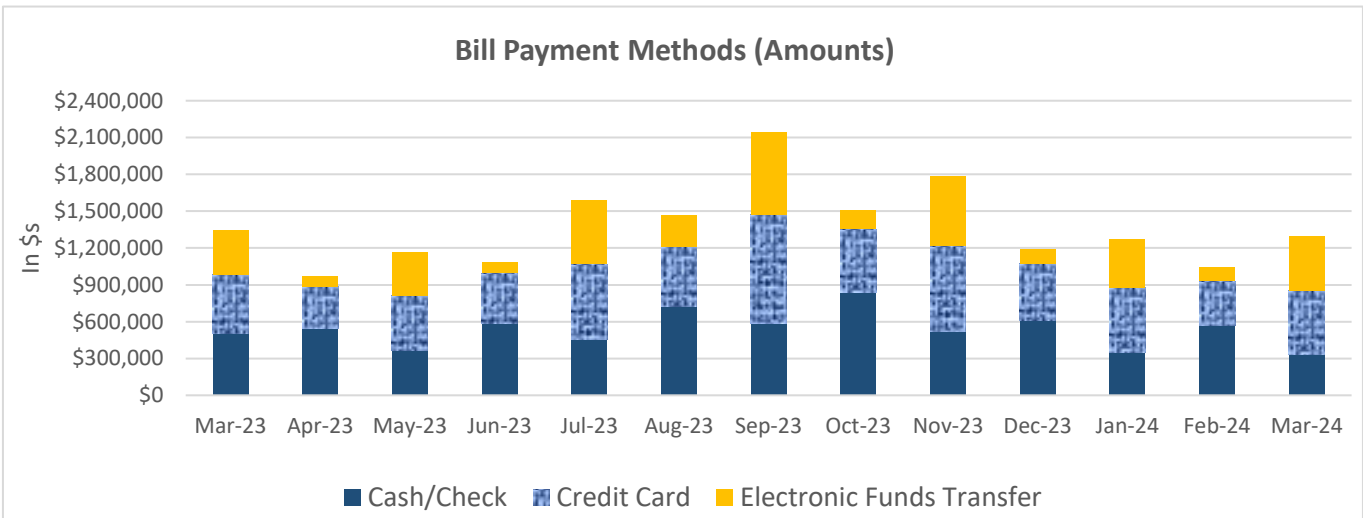
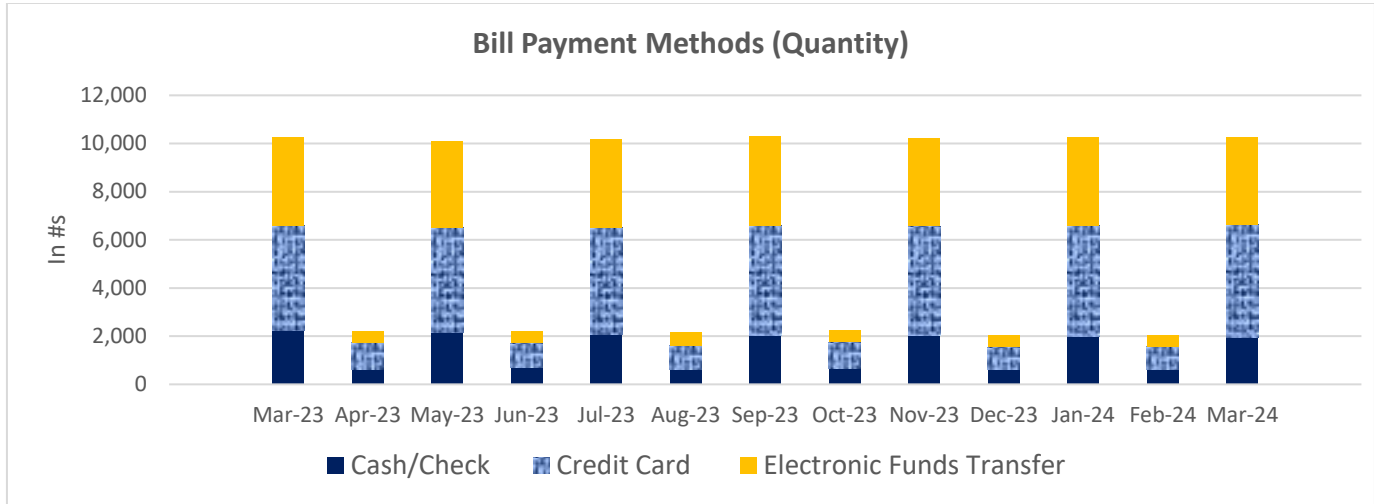
Financial Activity



1) SDC revenue is lower than in the prior years due to fewer construction projects in the district. 2) Interest Other Fund revenue is higher primarily due to increasing interest rates and a higher account balance. 3) CIP expenditure is high due to increased activity in the Valve Replacement project and Maple Lane Rd Waterline project. 4) 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. 4) GF-Capital Outlay is higher than prior years due to purchased equipment but is in line with budget.

(as of the end of March 2024)

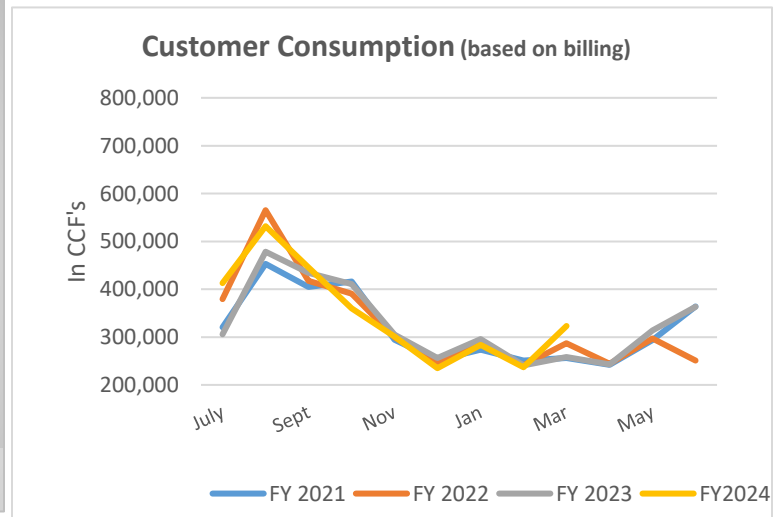
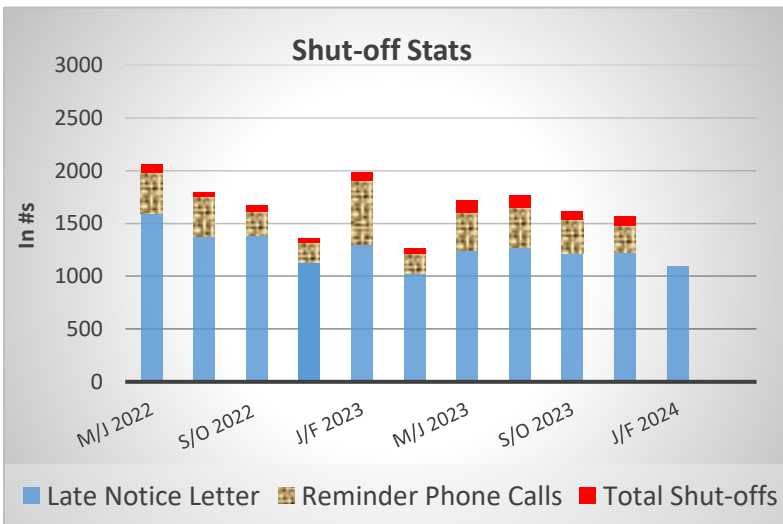
Residential Customers are billed on even months, Commercial Customers are billed on odd months.



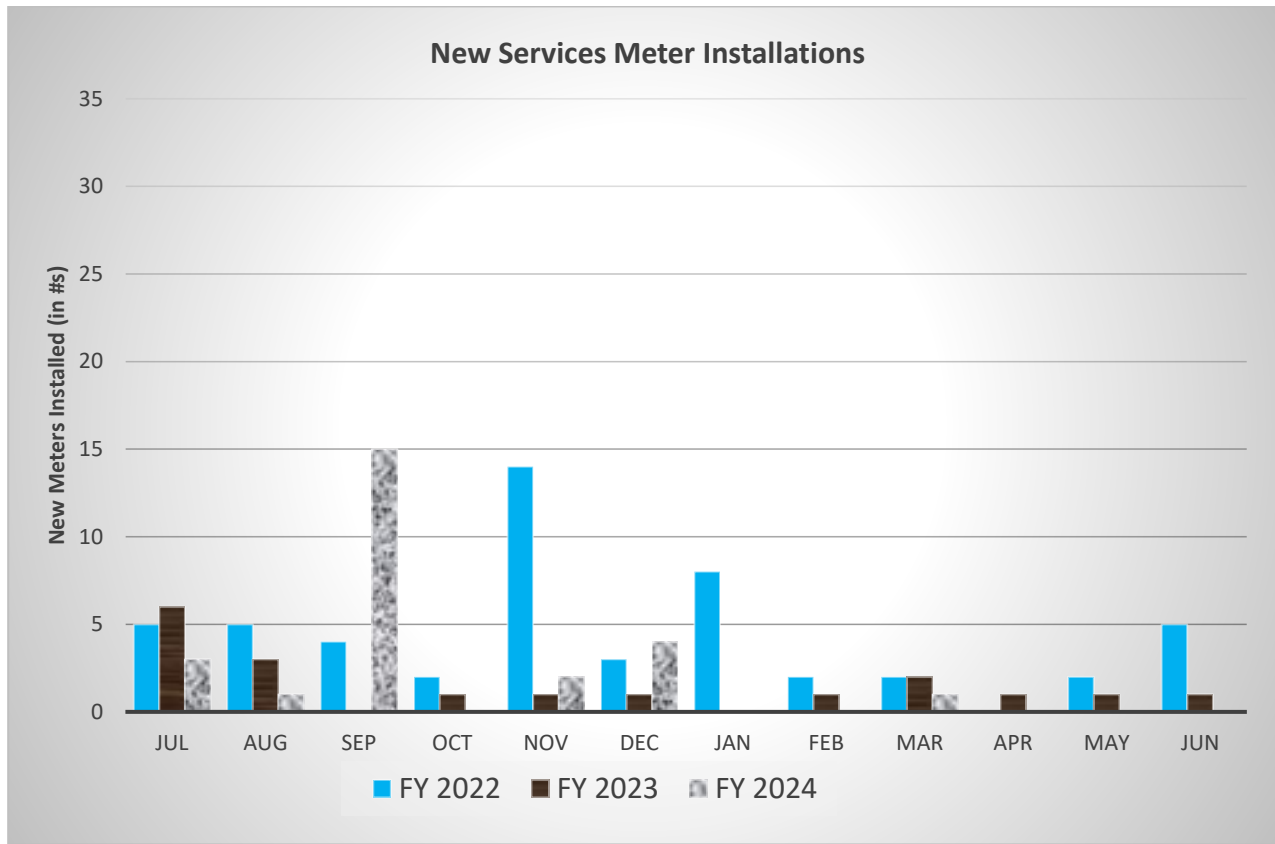
Cash/Check – Received via Lockbox, Counter

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

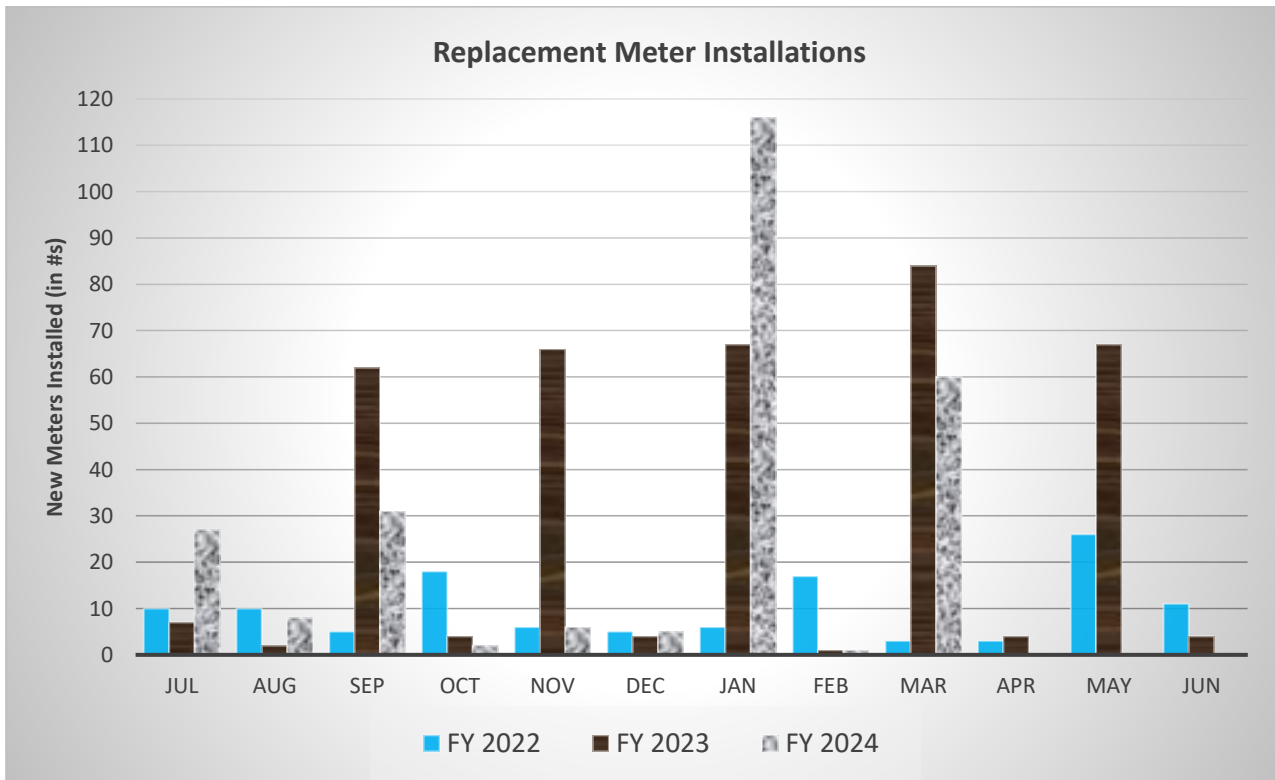
Electronic Funds Transfer – Received via Bank-to-Bank Transfer, Automatic Checking Withdrawal (RapidPay)



*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 177.

Operation Statistics

	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								
May 2024								
June 2024								
July 2024								
Aug. 2024								
Sep. 2024								
Oct. 2024								
Nov. 2024								
Dec. 2024								
Total to Date	3	0	151	1048	127	34	146	34
2024 Annual Goal	N/A	N/A	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.

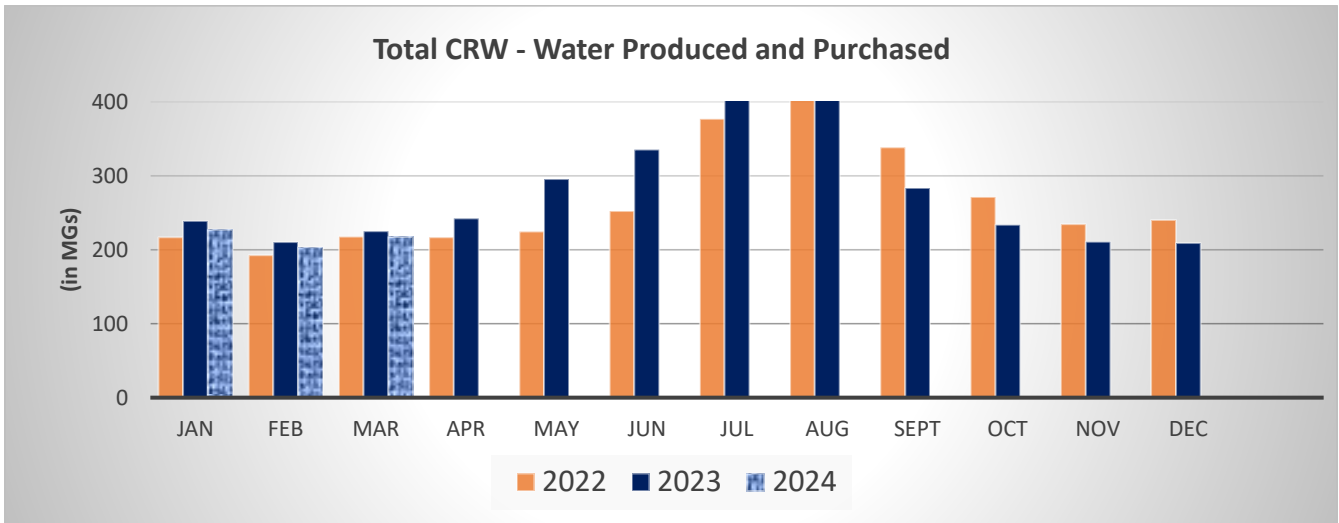
Private Development Projects

Private Project Tracking – March 2024

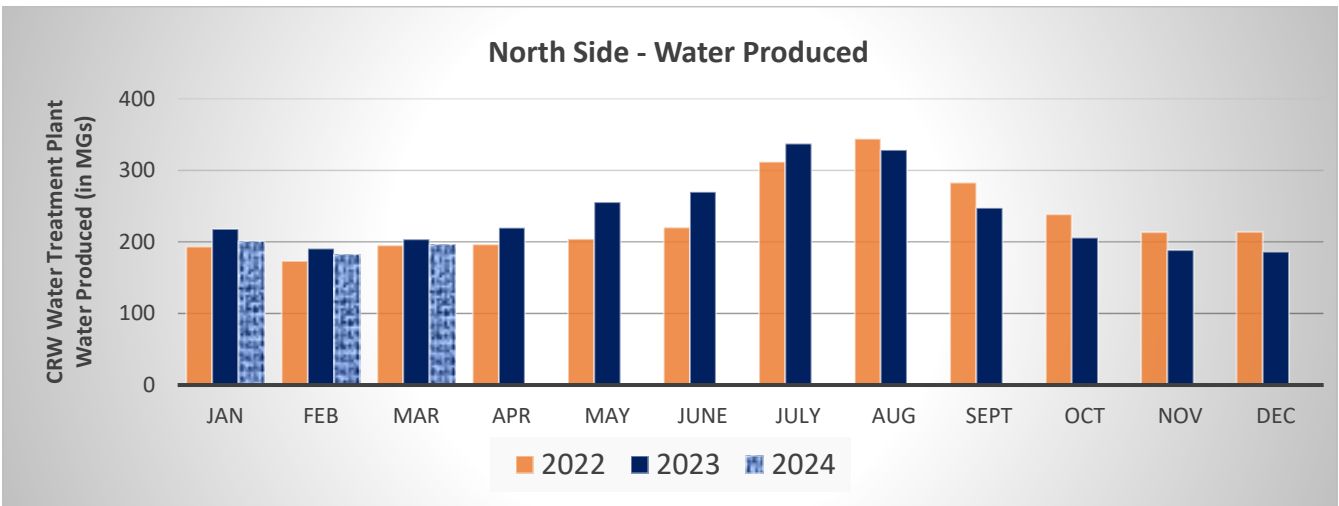
Project No.	Name	Description	Phase	Status
20-5262 Private	Bonaventure Senior Living	6" fire service and 3" meter	Const.	Site construction ongoing.
21-5285 Private	130 th Industrial Park	3-fire services 3-commercial services	Const.	Complete.
21-5289 Private	224 Logistics Center	Unified Grocer site; 4 fire & 4 Domestic Services	Const.	Construction underway.
22-5295 Private	Jannsen Multi-Family	New fire and domestic service for 8-plex development.	Const.	Awaiting Construction start.
22-5298 Private	Serres Farms Subdivision	7-lot of subdivision	Design	Design Review Underway.
23-5299 Private	Prologis Park Clackamas	4-Warehouses with Fire and domestic service	Const.	WL design in public ROW is complete. Awaiting construction start.

Capital Project Status Report – March 2024

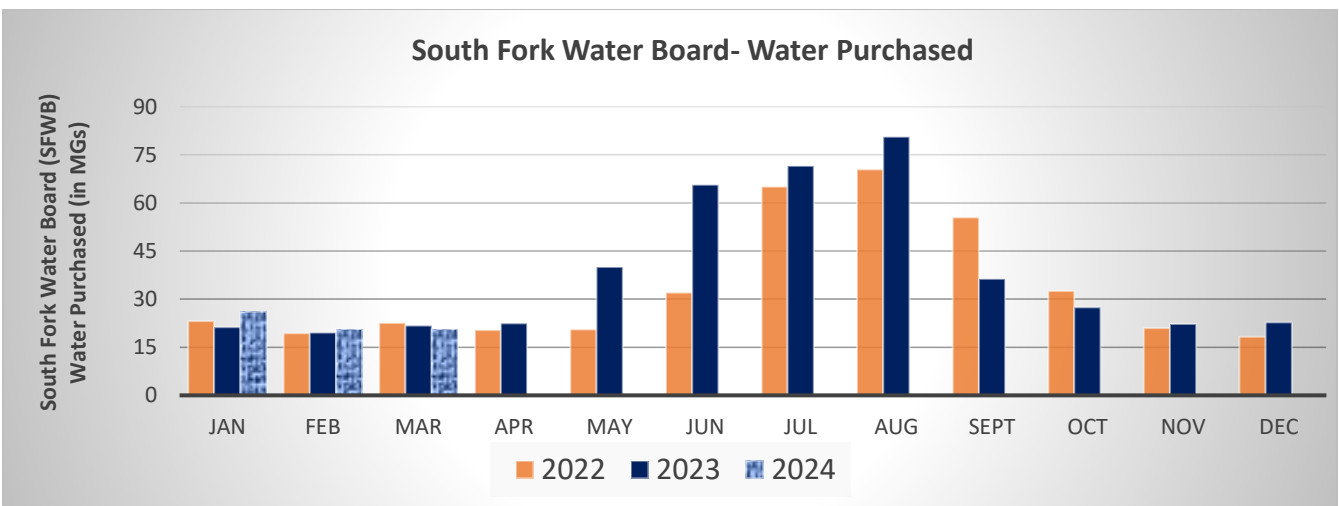
Project No.	Name	Project Budget	Spent to Date	Remaining Project Budget	Project Status
5301	Trans/CRW Impact Projects	\$250,000	\$6,743	\$243,257	
Utility coordination and adjustments at: Johnson Cr. Blvd at 79th Place Signals; ODOT 82nd Ave., Webster Rd.					
5303	82 nd Dr. Waterline Phase 2	\$1,041,000	\$49,442	\$991,558	In Design
Design consultant progressing.					
5291	I-205 Crossings:	\$1,119,000	\$24,363	\$1,094,637	In Design
Design consultant progressing.					
5306	Redland Rd. Waterline Phase 2	\$1,355,000	\$180,834	\$1,174,166	Construction
Construction ongoing and making good progress.					
5307	Redland Rd. PRV	\$1,003,000	\$6,178	\$996,822	In Design
Design underway. Survey in progress.					
5308	Low Lift PS Improvements	\$749,000	\$0	\$749,000	No Activity
No Activity.					
5309	WTP Structural Improvements	\$1,000,000	\$70,125	\$929,876	In Design
Prepared for some Construction during valve replacement plant shut down.					
5273	Redland Rd. Waterline Phase 1	\$666,000	\$37,453	\$628,547	Construction
Waterline in service Construction punch list underway.					
5270	Linwood Road Improvements	\$210,000	\$98,748	\$111,252	Construction
Construction is ongoing. CRW is coordinating service replacement work with the County and Contractor.					
5278	Monroe Street Improvements	\$850,000	\$40,494	\$809,506	In Design
Design at 90% complete. Preparing IGA with Clackamas Co. for construction tentative start summer of 2024.					
5280	Pump Station Chlorine	\$142,000	\$1,808	\$140,192	In Design
Design at 30% complete. Coordinating with road designer. Preparing IGA with County for construction delivery.					
5281	WTP Polymer Feed System	\$252,000	\$669	\$251,331	In Design
Designing space and layout of proposed feed system on first floor of WTP.					
5282	WTP Filter Valve Replacement	\$1,302,000	\$849,386	\$452,614	Construction
Plant shut down March 20-May 9 through May 9. Valve installation in progress.					
5305	Webster Improvement of Bilquist	\$0	\$10,420	(\$10,420)	In Design
Preparing plan for service adjustments prior to Clackamas Co. Road project.					
5292	Johnson Creek Blvd Improvements	\$0	\$57	(\$57)	
Coordinating utility conflicts with Clackamas County.					



*March 2024 Data includes water purchased from SFWB during WTP Shutdown (NCCWC usage will be reported in April)



*March 2024 Data includes water purchased from SFWB during WTP Shutdown (NCCWC usage will be reported in April)



Regulatory

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

Non-Regulatory

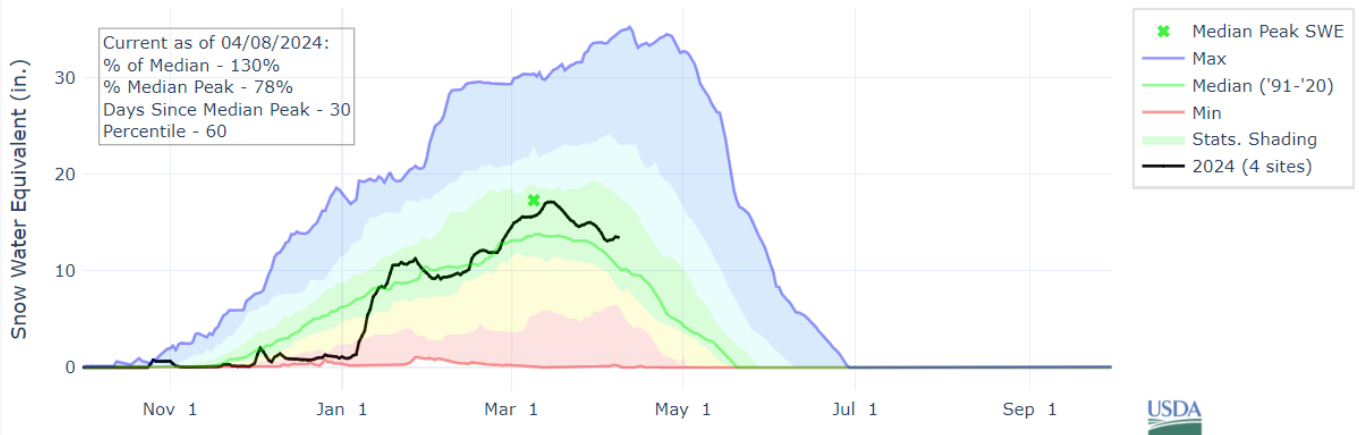
General water quality parameters (pH, temperature, chlorine, TDS, hardness, alkalinity) were collected throughout the distribution system at 19 locations in the North and South systems.

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, dissolved oxygen, TDS, and temperature.

Winter Conditions Reports

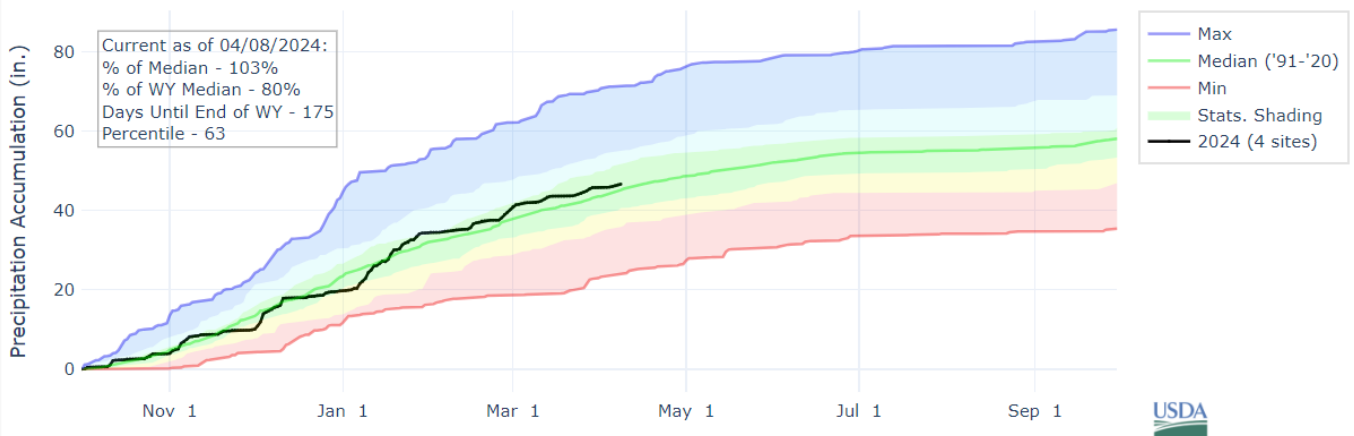
- As of April 8, 2024, the **Clackamas basin snowpack was 130% of median.**
- March **precipitation in the Clackamas basin was 70% of normal.** Precipitation since the beginning of the water year (October 1 – Apr 7) has been 103% of normal.
- **The three-month outlook (Apr-Jun)** from the NOAA Climate Prediction Center shows a high likelihood of **above normal temperatures** for Oregon, and a **slightly elevated chance of below normal precipitation.**

SNOW WATER EQUIVALENT IN CLACKAMAS



Statistical shading percentiles are calculated from period of record (POR) data, excluding the current water year. Percentile categories range from: minimum to 10th percentile, 10th - 30th, 30th - 70th, 70th - 90th, and 90th - maximum.

PRECIPITATION ACCUMULATION IN CLACKAMAS



Statistical shading percentiles are calculated from period of record (POR) data, excluding the current water year. Percentile categories range from: minimum to 10th percentile, 10th - 30th, 30th - 70th, 70th - 90th, and 90th - maximum.