

Crystal Springs Water District

Domestic Water System

PO Box 186 / 3006 Chevron Drive Odell, Oregon 97044 Phone:(541)354-1818

July 20, 2023

President Mike McCafferty called the July Board meeting to order at 3:01pm. Other commissioners present were Eric Cederstam, Jim Jans, Craig Ortega, and Larry Brown. Non-members present: Attorney Mark Womble, Tom Ferrell of Pace Engineering, Superintendent Fred Schatz, Office Manager Brian O'Shaughnessy, and Joe Dean of James Dean Construction.

Pledge of Allegiance.

President McCafferty opened and closed the Public Comment period at 3:02. No members of the public were present.

Reelected commissioners James Jans, Larry Brown, and Mike McCafferty were sworn in for oath of office by Attorney, Mark Womble.

The first item on the agenda was the election of officers for the 2023 – 2024 fiscal year. After Mike McCafferty was reelected as President, and James Jans was reelected for Vice President, President McCafferty suggested that commissioners maintain their current positions for the 2023 -2024 fiscal year. All commissioners unanimously agreed.

Results were as follows:

- Mike McCafferty for President - Nominated by Larry Brown, 2nd by James Jans. (Unanimous)
- James Jans for Vice President – Nominated by Larry Brown, 2nd by Mike McCafferty. (Unanimous)
- Craig Ortega for Treasurer – Nominated by Larry Brown, 2nd by James Jans. (Unanimous)
- Eric Cederstam for Secretary – Nominated by Larry Brown, 2nd by James Jans. (Unanimous)

Commissioners unanimously approved the June 2023 regular meeting minutes. (Jans/Brown)

Superintendent Schatz presented the June 2023 Treasurer's Report, providing an overview of revenues by category: residential, industrial, fire, and LIRA. (Cederstam/Jans)

Superintendent Schatz provided an overview of June 2023 bills paid. The Board unanimously ratified the payment of June 2023 bills. (Jans/Brown)

In "New Business," the following were discussed...

Superintendent Schatz reviewed one new water service application. Commissioners unanimously approved the request for the following... (Cederstam/Ortega)

Tracy Chacon / 4465 Stoltz Dr (3/4")

The Board then reviewed the four bids received for the Culbertson Road project.

The Board adjourned to Executive Session at 3:15pm to discuss the Culbertson Road bid award. ORS 192.660(2)(d). The Board returned from Executive Session to the July meeting at 3:30pm.

Commissioners unanimously approved Notice of Intent to Award the Culbertson Road project to James Dean Construction, Inc. (Ortega/Brown)

Next on the agenda was a discussion on updates to District policy and regulations. Superintendent Schatz and District attorney, Mark Womble, have been reviewing current District policy, and are considering amending and making a few updates. Proposed changes to date that were presented in the Board meeting packet are included in the "District Policy Revisions 2023" document. Copies of this document are available to the public at the Crystal Springs Water District office, located at 3006 Chevron Drive in Odell. The Board directed that the reading of the "District Policy Revisions 2023" document be by title only and continued to a discussion of the proposed revisions. Ordinance No. 23-1, amending District Policy and Regulations, was unanimously adopted. (Brown/Cederstam)

In "Old Business," the following were discussed...

Superintendent Schatz presented the July Superintendent's Report, addressing the maintenance crew's progress on meter/valve replacements, and pipe projects. There was a total of 107 work orders, 13 meters replaced, 38 locate requests, 10 leaks repaired, and one hydrant was installed for Mt. Adams Orchard to meet fire and safety requirements. Another hydrant was replaced that was hit by car on Dethman Ridge Road. The District is working with the insurance company for reimbursement. Regarding the acoustic sensor pilot program, all valves have been exposed and exercised ahead of installing sensors. The sensors have been received, and installation will begin in the next couple of weeks.

Tom Ferrell from Pace Engineering also gave a brief overview of the Culbertson to Cooper Spur and Davis Spring projects. He stated that Pace is currently working on letters to State agencies for Davis Spring.

The Board meeting was adjourned at 4:05pm by unanimous consent.

Mike McCafferty President

Eric Cederstam Secretary