

## **Colton Water District**

### **Meeting Of The Board**

**August 16, 2022**

\* Meeting was called to order at 6:00pm

\*Board Members Present: Ken Carroll, Alan Gross, Carl Stephens, Colin Wait and Terresa Bricker.

\* Others Present: Jan Kaforski, Pete Dostert, and Kady Long.

\*Carl Stephens made a motion to approve the July minutes with corrections made. Colin Wait seconded the motion and the motion was carried unanimously.

**\*The Financial Report:** Jan Kaforski recommended closing out the following district bank accounts with Columbia Bank:

Bond Redemption account #0005998110 and transferring the balance of \$3,890.21 (as of July 31, 2022) into the Columbia Bank MIA Construction Account #154001390; the purpose of this is the Bond Redemption account is no longer needed;

MIA Construction #2 Account #0154002547 and transferring the balance of \$6,868.75 (as of July 31, 2022) into the Columbia Bank MIA Construction Account #154001390; the purpose of doing this is to consolidate the two construction accounts into one account as two are no longer required.

\*Alan Gross made a motion to approve Jan Kaforski's above recommendation on bank account closures and transfers. Carl Stephens seconded the motion. The motion carried unanimously.

Jan Kaforski said Wadfd Bank finally determined the amount owed on the outstanding bond loan. Jan said she didn't agree with Wadfd's final statement saying the district owed \$84,547.21. Jan asked bank personnel to recalculate the payments made by the district, including the extra principal payments made over the years. Once this was done, it was determined that Colton Water District owed \$61,806.55 not \$84,547.21 a savings of \$22,740.66. Jan said bank personnel said the error was made because they were not used to handling loans where extra principal payments could pay down the loan.

The final bond payment in the amount of \$61,806.55 was taken out of the district's Wadfd Reserve account leaving a balance in the Reserve account of \$67,573.66. The \$67,573.66 reserve balance has been received in the form of a check and has been deposited into the district's MIA Construction account #390. The Wadfd Reserve fund was closed effective August 9, 2022.

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\*Carl Stephens made the motion to approve the July Financial Report. Colin Wait seconded the motion and the motion carried unanimously.

\*Colton Telephone Company donated \$9,000 to go towards the payment of the generator installation. Over all Coltontel has donated \$29,000 to help the Colton Water District with the generator project.

**\*Superintendent Repost:** Power Systems West, the generator company, will be out to the water treatment plant tomorrow, August 17th around 10am to start up the generator

Pete was recently notified by Industrial Source that they will no longer be able to provide the district with chlorine gas due to the rules and regulations of storing the gas. Pete has been in contact with a new company called Oxarc out of Gresham. The price is a little higher and Pete said he is not sure if there will be a monthly storage fee but they charge a \$30 delivery fee.

\*Pete presented the board with a bid from Pump Tech LLC to rebuild the chlorine regulators and switchover pressure relief vent costing \$1,973.30.

\*The Hult Rd. leak is located under the bridge. The thrust block that the pipe goes into and runs along the bridge, up and over the creek, has shifted. Pete is not sure if that has caused the pipe to crack or break. Pete is in the process of looking for a contractor for this project.

\*The Green Mountain leak - Pete is working with Sean Ralston on this project. Pete is waiting to hear back from him on a start date.

\*OSHA update: Jan Kaforski suggested to the board to adopt Colton Fire District's Standard Operating Guidelines (S.O.G.) on heat and smoke regulations as a draft. Colin Wait moved to approve the fire department's S.O.G. for heat and smoke as a draft until the board has a chance to review and finalize. Carl Stephens seconded the motion and the motion carried unanimously.

\*Update on Superintendent Truck- estimate from Mike Decristoforo for the installation of the flatbed is around \$1,500. Colin Wait made a motion to approve \$2,000 for installation of the flatbed with a \$500 cushion in case something else needs to be done. Carl Stephens seconded the motion and the motion carried unanimously.

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\*Carl Stephens made a motion to approve the bid of \$1,973.30 from Pump Tech LLC to rebuild the chlorine regulators and switchover valves. Colin Wait seconded the motion and the motion carried unanimously.

**Old Business:** Ken Carroll said he did not talk to Mr Casper due to Mr. Casper's poor health. Discussion followed on the Gordon Rd. water right option.

**\*New Business:** The board reviewed DP 202.2 Conditions and Benefits for Regular Personnel. The board decided to change line 5.1 to cover the full time employee with medical/dental coverage and remove family coverage. The board discussed adding two additional days to the annual accrual for paid vacation on line 3.3. The board will have a second reading with new changes made to the policy at the next board meeting on September 20th.

\*Discussion followed on creating a new policy for water shut off for drafting during fires to prevent draining the water tanks. Jan Kaforski will meet with Pete Dostert to discuss the levels of the tank. Board member Teresa Bricker offered to do some research on Molalla and Estacada's policies on water use during fires.

\*Carl Stephens suggested doing a newsletter to district customers letting them know about recent accomplishments and how that impacts future rate increases.

\*The meeting adjourned at 7:30 p.m. to go into Executive Session pursuant to ORS 192.660(1)(a) Employment of Public Officers, Employees, and Agents.

The Executive Session closed and the meeting reconvened to open session at 7:55 p.m.

\*Discussion followed on Kady Long going to full time after September 20th and Jan Kaforski going to part time and continue to come in to oversee while [Kady Long](#) becomes more familiar with the varied workload.

\*No public comment was received.

\*Meeting adjourned at 7:57pm