

COLTON WATER DISTRICT
MEETING OF THE BOARD
JULY 18, 2023

*The meeting was called to order at 6:35 p.m.

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

*Others present: Pete Dostert, Betty Hodges and Jeff Nelson.

The Oath of Office was presented by Ken Carroll to Colin Wait, Alan Gross and Carl Stephens.

Annual Business Meeting:

Election of Officers: Colin Wait nominated Ken Carroll for President. Carl Stephens nominated Colin Wait for Vice President and Teresa Bricker for Secretary/Treasurer. Votes were unanimous for all.

Colin Wait made a motion to approve line two through eight of the Annual Business page. Carl Stephens seconded the motion and it carried unanimously.

Corrections to the minutes from June 20, 2023. Page 2 line 71, Betty Hodges changed the name from Ryan Quigley to Bob Long in two places in that paragraph, and the date on page 2 of 3 from June 30th to June 20th. Colin Wait made a motion to approve the minutes as amended and the motion carried by unanimous vote.

***Financial report:** Betty Hodges presented the financial report – The year end stipend payout for Pete Dostert was a separate payroll check in the amount of \$3,905.36.

A contract check was issued to Jan Kaforski in the amount of \$13,400 for her sick leave, vacation and health stipend, and she will be given a 1099 at the end of 2023. This is how she prefers to be paid any time she works going forward.

The invoice for Colton Fire's contract was missed for the month so it will be billed in July.

The Budget docs for the 2023/2024 fiscal year have all been delivered.

Fiscal year end account balance in the General fund was \$55,362.48 and the Construction account was \$330,998.08.

A check for Crestwell Construction in the amount of \$2,530 for an emergency repair on Green Mountain Rd was presented, and there was also a debit card payment approval issued to K & D for flaggers in the amount of \$1,354. We are still waiting for the final amount and invoice.

Ken made a motion to pay Crestwell Construction, Teresa Bricker seconded and the motion carried by unanimous vote.

A check for \$245 was written to CwM-H2O for the ongoing PL3 project - Drafting initial water production spreadsheet and reviewing water use data.

A second check for CwM-H2O in the amount of \$805 also for PL3 project - Data review, coordination with district on extension application outline and drafting a letter to OWRD (Oregon Water Resourced Department) about status of S-44505 was also presented. Colin Wait made a motion to approve the payments for continuation of our water rights, Carl Stephens seconded and the motion carried by unanimous vote.

Resolution 2023-02 was presented to transfer contingency funds within the General Fund to the Personnel Services category in the amount of \$7,343. Carl Stephens made a motion to approve, Teresa Bricker seconded and the motion carried by unanimous vote.

Ken Carroll requested Betty Hodges ask the auditor if this is the correct way to do this.

Umpqua Bank signature cards were passed around to all Board members, Pete Dostert and Betty Hodges to update the signatures on file for all accounts.

***Superintendent's Report:** Pete Dostert reported that leak on the Green Mountain Road was repaired, and that it was a cracked pipe.

Next project is to figure out the Hult Road leak. He apologized that he has not calculated water loss yet from the last few months, but will get the amount of water sold from Betty Hodges to calculate and get the information to the board.

Carl asked when the hose will be hooked up to the pipe for untreated water use. Pete replied that he had two bolts to cut off and then he will get a hose out to the road. Pete will have David Wales do some brush clean up in the next week or two to clear and widen the road for trucks to turn around.

***Old Business:**

Water/Fire Infrastructure project:

Alan Gross discussed the timeline for the Oregon Water Resources Department for the grant and loan applications that are due the end of April 2024. Alan also provided a list from SDAO of Grant Resources. The largest grant is \$750,000 and stated that it is a long process, about a year. Next month we will have a list of federal grants from Kristi More. The board needs to put together a list of importance and likelihood of eligibility to decide what to apply for. He also said that in two months we should establish a committee. Maybe 2 board members, office staff and a consultant. 3 consultant options would be Kristi More for Federal grants and 2 state consultants. Colin Wait said that he didn't see any options for sources for enough money to be worth the effort. Discussion continued regarding priorities and whether we should focus on a one-million-gallon tank for firefighting or focusing on the treatment plant and pipe in the ground.

Natural Hazards Mitigation Plan (NHMP):

Teresa spoke about the 4-page memo that she received and the next steps to follow. The steps include the county getting drafts back to us by the end of the month with updates. Then we need to update the document with those changes. Once that draft has been updated we need to post it on our website and a press release for two weeks for public review. Once the two weeks have passed and we have feedback, we do a final update. Then we send it back to the county and it will be included with everyone else's drafts. Forty-five days later it, if there are no issues, it should be approved. Over all it should be around the end of September.

Water Rights – Bob Long:

Betty Hodges reported that the water usage data up through 2015 has been entered, and that the letter that they are working on for water rights has not been received yet to review.

Ryan Quigley – Site visit:

Documents were presented to the board to review for next month's meeting.

WHA/Steve Silva fence quote:

Pete Dostert said he still needed to get some details to Betty Hodges to finish.

Public Depository: No information yet.

***New Business:**

Systems development Fee - Ken Carroll suggested that we put a minimum on the fee. The calculation is moving in a direction that it will keep declining and be non-existent within about five years. The policy needs to be revisited next month with suggestions.

Colin Wait suggested scheduling an annual meeting with the Colton Fire Board of Directors to discuss the contract for employment for Betty Hodges and any issues that may need to be discussed. Betty Hodges will extend the invite and see when a good time would be for them at their next board meeting.

***Public Comment:** Jeff Nelson thanked the board for allowing him to attend. He viewed the board to be very professional and stuck to the subject of supplying water to the community. He asked if the board receives compensation, in which the board responded no they do not, it is their civic duty and for the community.

***Added Agenda:** None

*The meeting adjourned at 7:50 p.m.