

1 COLTON WATER DISTRICT
2 MEETING OF THE BOARD
3 JANUARY 23, 2024
4

5 *The meeting was called to order at 6:00 p.m.
6

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

8 *Others present: Pete Dostert and Betty Hodges.

Colin Wait made a motion to approve the minutes from the December 19, 2023 board meeting. Carl Stephens seconded and the motion carried by unanimous vote.

9
10 ***Financial report:** Betty Hodges presented the financial report and provided the board with the new
11 updated financial spreadsheets from QuickBooks, and would like the board to start reviewing them
12 each month and get to know how to read them to replace the old way in the near future. Discussion
13 continued on the new spreadsheets, learning how to read them, and what everyone would like to
14 see. Betty also pointed out that her paycheck was adjusted to make up for the overpayment in
15 November and will now be the regular salary going forward. There was an extra \$25,000
16 transferred to savings. We received the contract amount for Colton Fire for July through December
17 in the amount of \$14,838.18. A Systems Development fee was received for the property on Walton
18 Rd in the amount of \$2,629. A check for CwM-H2O in the amount of \$950 was presented for invoice
19 #2418 - Project management and review of final water right incremental claim of beneficial use and
20 finalizing the packet.

Colin Wait made a motion to pay CwM-H2O \$950 for invoice #2418. Carl Stephens seconded the motion and the motion carried by unanimous vote.

21
22 Project # 2309002.2 in the amount of \$11,140 for Water Right Transfer Feasibility and Negotiation
23 Support on Jackson Creek is tabled at this time. Alan Gross would like to contact Bob Long and ask
24 him to attend a Board meeting to explain the process and laws to the board so they can understand
25 what needs to be done.

Carl Stephens made a motion to accept the financial report. Teresa Bricker seconded and the motion carried by unanimous vote.

26
27 ***Superintendent's Report:** Pete Dostert told the board that the two P/R's have been installed but
28 are not operational yet due to the ice storm. Also, there is a meeting scheduled with Core & Main
29 for new meters, and the freeze had minimal damage.
30

31 ***Old Business:**
32

33 **Water/Fire Infrastructure project:** Alan Gross said He and Betty Hodges are meeting with David
34 Ulbricht at the SDAO Convention in February. The next step is to finalize the One-Stop meeting
35 information form, and may be ready to present at the February meeting. We will also meet with
36 Cole Karr from NSDC at the SDAO Conference to get updated on what he is doing.

41
42 **Natural Hazards Mitigation Plan (NHMP):** Teresa Bricker met with Dave Wilson and Mike Howard
43 and was told that U of O has removed the vulnerability charts because it was information the
44 information cannot be proven. The final draft should be ready sometime this week to post publicly.
45 We are also still waiting on the final map from Jim at Clackamas County.

46
47 **Water Rights:** Discussed during Financials.

48
49 **Systems Development Fee:** Teresa Bricker asked the board if they wanted to update the
50 methodology or keep it the same. It was agreed that we need to have a Systems Development Fee
51 Study completed first, in order to make any future changes. Keeping it at the current rate for now
52 \$2,629. It is possible to find a grant to bundle the study and a new master plan together.

53
54 **Grant Committee:** Alan Gross said He and Betty Hodges met with Kristi More over zoom and chose
55 two grants that we could apply for.

56
57 The first one is the Rural Business Development Grant, which is accepting grant requests from
58 \$10,000 to \$500,000. Alan asked Kristi if that could be used for the new electronic water meters,
59 and she said she would talk to her team and see if that would be appropriate.

60
61 The second one is Community Project Funding. This is the same grant that Alan and Janet Kaforski
62 had applied for two years ago. The application form is different now but we are working on it. We
63 are not able to apply for the entire project. Each application needs to be to a single funding agency.
64 Kristi is suggestion that we submit two applications, one to EPA and one to USDA or both to USDA.
65 We will meet with her again to hear what she has to propose.

66
67 **Grant Committee Meeting:** Alan Gross said that he and Betty Hodges met with Kristi More today
68 and the main grant that we are looking at applying for now is the Community Development Plan
69 through the office of Congresswoman Lori Chavez-Deremer. Which is the same grant that Jan
70 Kaforski and himself applied for two years ago. The estimated cost is about \$12,000, but there is no
71 grant application form yet. Carl Stephens asked how big is the grant that we are applying for. A
72 specific answer was not provided because the project/projects still need to be decided. Kristi also
73 talked about a grant for the meters called the Bureau of Reclamation and the due date for the
74 application is October 30th 2024. Betty Hodges added that the match could be 20-50%. We plan to
75 meet with Kristi again for more details.

76
77 **Website Updates:** Teresa Bricker asked the Board if they reviewed the website updates. Discussion
78 followed about Betty Hodges possibly taking over updating the website since this is done as a favor
79 to the district or possibly paying for an ADA Compliant website. All agreed to the updates and to
80 keep the site as is for now, until more research can be done.

81
82 **Fees:** Teresa Bricker talked about the proposed policy based on 3 other water districts are charging.
83 The policy for collection of accounts was reviewed as well.

84

85 COLTON WATER DISTRICT
86 BOARD MEETING
87 JANUARY 23, 2024
88 PAGE 3 OF 3

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90 Customers 30 days late will get a late notice.
91 Customers 60 days late will get a shut off notice, unless communication has been made for payment
92 arrangements. Anyone not adhering to this is subject to an intent to lien.
93 Late fees: After 60 days late, \$5 or 5% of the past due amount is assessed as a late charge.
94 NSF Fee: \$35
95 Shut off fee: \$50
96 Reconnect fee: \$50
97 Meter Install: \$300 + SDC if new installation (depending on meter size)
98 Tank Fill: Minimum \$30 up to 1,000 gallons, 0.075 per gallon, plus \$35.00 per hour for filling the
99 tank.
100 Out of District customers will pay 120% of the current rate.

101
102 **Local Government Investment Pool:** Betty Hodges is still researching options.

103
104 ***New Business:**

105
106 **Core & Main:** Ken Carroll, Pete Dostert and Betty Hodges met with Core and Main and have received
107 two quotes for the new electronic meters. The first one for 40 meters along the highway and the
108 second quote for the full 500. We need a new quote for 60 meters along the highway instead of 40.
109 It averages out to about \$350 per meter. Approximately \$30 per meter to install. Pete will reach
110 out for comparison quotes from other companies.

111
112 ***Added Agenda:**

113 **SDAO 2024 Conferences:** Teresa Bricker will not be able to attend and Betty Hodges will cancel the
114 reservations.

115 **Dyer Partnership:** An exemption request letter was sent out to OHA from Dyer Partnership. This is
116 an annual letter we submit that provides the District with Oregon Health Authority plan review
117 exemption status for any water line extensions projects. The reply has already been received and it
118 is approved for 2024.

119
120 Betty reminded the Board that Budget work is coming up and Ken Carroll and Alan Gross' Budget
121 Committee Members terms are expired and need to be filled.

122
123 ***The meeting adjourned at 7:43 p.m.**