

1 COLTON WATER DISTRICT  
2 MEETING OF THE BOARD  
3 MARCH 19, 2024  
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5 \*The meeting was called to order at 6:00 p.m.

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

8 \*Others present: Pete Dostert and Betty Hodges

Carl Stephens made a motion to approve the minutes from the February 20, 2024 board meeting. Teresa Bricker seconded and the motion carried by unanimous vote.

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10 \***Financial report:** Betty Hodges pointed out the expense to Jarrard, Seibert and Pollard in the  
11 amount of \$4,775 for the YE 2023 Audit. Russ Reis will review via zoom at the April 16<sup>th</sup> 2024 board  
12 meeting. Also, the expenses were pointed out from the SDAO Conference that Betty and Alan Gross  
13 attended in February for lodging, food and fuel. The monthly transfer amount for the per account  
14 fee was \$3,944 and the regular amount as well of \$15,552. Betty explained that there was a wire  
15 transfer amount of \$7,848.70 because she was out sick and needed to expedite payroll. This  
16 resulted in a \$30 fee from the bank and a \$15 fee from Patriot. We are still in our 60-day free trial  
17 so those were the only expenses for processing.

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19 Miscellaneous income - Three new customers \$120, one shut off/reconnect fee \$40, \$20 NSF fee,  
20 Renter deposits \$200.

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22 Checks that need signed – Correct Equipment \$2,256.59 for setting up the pressure reducers. R.L.  
23 Reimers for installing the pressure reducers \$5,675. CwM-H2O \$423.43 for final review and  
24 submitting the CBU application and communicating the RA agreement from February 7<sup>th</sup>, 2024 –  
25 February 28<sup>th</sup>, 2024.

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27 Betty wanted to go over her discussion with Ian Godwin regarding the previously decided method of  
28 declining expedition of the RA agreement, stating that any future work on the diversion and  
29 treatment plant to expand capacity would not be viable to “prove up” until the remainder of the  
30 permit is extended. This is because the permit window has already closed. The extension  
31 application can be held until the partial CBU is processed in the next few years, but it will still be  
32 necessary in order to eventually certificate any continued development of that right. The cost to  
33 expedite is \$1,882 and wanted to know if the board wanted to stay with the previous decision. The  
34 expedition would be complete in no more than 120 days, otherwise it could be 2-3 years.

Teresa Bricker made a motion to pay the \$1,882 to Oregon Water Resource Department to expedite the water rights. Alan Gross seconded and the motion carried by unanimous vote.

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36 Betty asked for two board members to come by the office tomorrow to sign the check.

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38 Ken Carroll asked Betty about expense line 772 from January, the amount of \$11,166 for property /  
39 casualty insurance, that it was well over what was budgeted. Betty said she would contact SDIS.

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Carl Stephens made a motion to accept the financial report for February 2024. Teresa Bricker seconded and the motion carried by unanimous vote.

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**\*Superintendent’s Report:** Pete Dostert reported that he was contacted by a customer “Dan” wanting to tie in to the main across from Reeds property on Grays hill and isn’t sure if there are easements for Ted Baden’s property at Grays Hill and Green Mountain. Potential of 3 or 4 new customers. The C900 is already in the ground and he wants to hook up to it. There are already 2 hydrants on the property but have not been used. Questions arose regarding the district boundary lines and research needs to be done to distinguish if this will be out of district or within.

**\*Old Business:**

**Natural Hazards Mitigation Plan (NHMP):** Teresa Bricker said that it is now at OEM and should be completed this week, then will go on to FEMA for about 45 days. Then we should receive the template for adoption in April to early May.

**Systems Development Fee Ordinance 2007-01:** Tabled

**Accounting – Water Rates and Fees DP101.3 :** Tabled

**Local Government Investment Pool:** Betty Hodges informed the board that she needs an official board motion and approval to proceed with opening an account with the LGIP. It was agreed that the construction fund account will be transferred and that all board member will need to be signers and 2 need to be present when transferring money, but Betty will still need to be an administrator on the account to be able to access account details and make deposits.

Teresa Bricker made a motion to move the Umpqua Construction account to the Local Government Investment Pool. Carl Stephens seconded and the motion carried by unanimous vote.

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**One-Stop Application:** Alan Gross informed the board that the information is still being updated by Ryan Quigley and Dave Ulbricht. When it is complete it will be sent to Business Oregon. They will let us know what else we need to do.

**Electronic Meters:** 3 Quotes have been obtained for the meters and system. Still need a quote for installation to figure out where the money will come from to proceed. Teresa mentioned the Water Smart Grant might be good for this. Teresa also discussed the need for board input and support for

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84 working on grants or to pay someone to write the grants. Discussion continued that a study needs  
85 to be done for just Colton Water District to help get the numbers we need for the grant applications.  
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87 **Fees:** Tabled

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89 **\*New Business:**

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91 **Best Practices:** Betty Hodges provided a hand out informing the board that they will need to  
92 complete the Board training through SDAO at some point because it is required and also provides a  
93 2% discount on our insurance.

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95 The Budget Committee Calendar was updated with Alan Gross' budget committee member Mike  
96 Litherland and provided to the board.

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99 The Board entered executive session pursuant to ORS 192.660 (1)(i) Review and evaluate the job  
100 performance of the Manager, Superintendent and Casual Labor at 7:15 p.m.

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102 The regular session reconvened open session at 7:38 p.m.

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104 The board agreed to discuss wages at the April 16<sup>th</sup>, 2024 Board meeting.

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106 **\*Added Agenda:**

107 \*The meeting adjourned at 7:40 p.m.