

1 COLTON WATER DISTRICT
2 MEETING OF THE BOARD
3 MAY 21, 2024
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5 *The meeting was called to order at 6:35 p.m.
6

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

8 *Others present: Betty Hodges, Pete Dostert, Dan Fraijo & Cody Seelye,

Carl Stephens made a motion to approve the minutes from the April 16, 2024 board meeting. Teresa Bricker seconded and the motion carried by unanimous vote.

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Colin Wait made a motion to approve the minutes from the April 16, 2024 Executive Session meeting pursuant to ORS 192.660(1)(i) performance evaluations. Carl Stephens seconded and the motion carried by unanimous vote.

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11 ***Financial report:** Betty Hodges explained the new financial sheets generated from QuickBooks that
12 will be presented going forward with the current financials for ease of transitioning in the future.
13 Colin Wait inquired about the contract revenue from Colton Fire. Betty confirmed the check was
14 just received for the prior six months and the balance is paid up for the fiscal year and will show on
15 June's financials.
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Carl Stephens made a motion to accept the financial report for March 2024. Teresa Bricker seconded and the motion carried by unanimous vote.

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18 **Manager's Report:** Betty Hodges notified the board of a Systems Development Application for
19 Robert Hockett at 29498 S Hult Rd. The payment has been sent in the amount of \$4,679.62 for a 1"
20 service.
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Carl Stephens made a motion to accept the Systems Development Application for 29498 S Hult Rd. Colin Wait seconded and the motion carried by unanimous vote.

22

23 Betty reminded the board that Jan Kaforski still had 76.25 unpaid hours from the fiscal year that will
24 be paid on with the May payroll.
25

26

27 ***Superintendent's Report:** Pete Dostert reported that he talked with Sid Gunter regarding the Hult
28 Rd project near the bridge. He estimated the job to be between \$50,000 and \$75,000. Two more
29 companies have been contacted for quotes as well and should be available by the June 18th meeting.
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37 Pete purchased 12 new ¾" Master meters to replace broken meters. Pet reminded the board that
38 he will be on vacation starting Thursday. Dan Fraijo and Dave Sherman will be covering his position,
39 if needed.

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41 Ken Carroll inquired about the leak on Hult Rd and 211. Pete explained that he repaired part of it
42 but it needs a vac truck to clean it out. It needs to be totally replaced because it is still leaking, and
43 he will get it done when he gets back from vacation.

44
45 Ken also asked about the line break on Hult Rd that was hit by someone digging. Pete said that it
46 was repaired immediately and Betty Hodges confirmed they have been billed and payment received.

47
48 Ken inquired about water loss related to the flow meter that was installed, and asked if it had been
49 calibrated. Pete said he will find someone to do that when he gets back. Pete added that he will
50 keep better track of the backwash and filter to waste water numbers to get a more accurate final
51 water loss number.

52
53 ***Old Business:**

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

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57 **Local Government Investment Pool:** Betty Hodges passed out forms to board members to set up
58 log-in invitations.

59
60 **Electronic Meters:** The WaterSMART grant application has been started and is due by July 9th. The
61 grant team has been working on getting a UEI (Unique Entity ID) number which is required to apply
62 for and receive grants.

63
64 **Update: Grant Team –** Teresa Bricker told the board that the OREM Grant was submitted on April
65 29th and we should hear the results in about a month. Oregon Water Resources also has a grant
66 available, and the application is due July 10th. Teresa has reached out to them to see if any of our
67 projects would be a good fit. There is another WaterSMART grant coming up in September for
68 water efficiency.

69
70 **G-works UB Hub and Front Desk Basic + Website Builder –** Betty Hodges reported that she did not
71 receive much from G-works regarding referrals and has appointments set up with two other
72 companies (American Data Group and SpringBrook) to explore other options. Teresa Bricker
73 sent out an email to HR Alliance at SDAO asking other water districts use, but did not receive any
74 responses.

75
76 **Pete Dostert's Succession Planning:** Teresa Bricker said that we are now able to post job
77 opportunities on the Clackamas Community College website for Job Openings. She created draft
78 position description for review at the next board meeting. Colin Wait also suggested Chemeketa
79 Community College would be a good place to post. Betty Hodges mentioned placing it on the Colton

80 COLTON WATER DISTRICT
81 BOARD MEETING
82 MAY 21, 2024
83 PAGE 3 OF 3

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85 Water District website as well as SDAO’s website. Carl Stephens asked if we find a college graduate
86 that doesn’t have the 1000 hours for treatment or distribution certifications, how much money are
87 we willing to spend on training? Suggesting that we need to create a contract covering schooling
88 paid vs time served. Cody Seelye (Budget Committee Member) express interest in the position.

89
90 ***New Business:**

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92 ***Public Comment:** Dan Fraijo (Budget Committee Member and water distribution operator)
93 recommended that it could be hard to find someone certified for both treatment and distribution
94 and to maybe consider splitting the position up between two people.

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96 *The meeting adjourned at 7:40 p.m.

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101 _____ Director _____ (Date)
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