

1 COLTON WATER DISTRICT
2 MEETING OF THE BOARD
3 June 18, 2024
4

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

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

8 *Others present Betty Hodges, Pete Dostert, and Cody Seelye.
9

10 The regular meeting was adjourned to hold the Budget Hearing.
11

12 Regular Meeting resumed at 6:03 pm after approval of Resolution 2024-01 Adopting the FY 2024-
13 2025 Budget.

Colin Wait made a motion to approve the minutes from the May 21, 2024 board meeting with corrections on page 2, line 37, Pete's name is missing an e, and page 1, line 24, remove the word "with". Carl Stephens seconded and the motion carried by unanimous vote.

14
15 ***Financial report:** Betty Hodges explained that \$28,894.00 was over-transferred into the
16 Construction account and needed to be returned to General Checking because you cannot transfer
17 more money than was budgeted.

Carl Stephens made a motion to transfer the \$28,894.00 to balance the budget. Colin Wait seconded and the motion carried by unanimous vote.

18
Carl Stephens made a motion to accept the financial report for May 2024. Teresa Bricker seconded and the motion carried by unanimous vote.

19
20 **Manager's Report:** Betty Hodges told the Board that the Consumer Confidence Report that was sent
21 out last month was incorrect. The printing company, Triangle Design and Graphics, accidentally
22 printed the previous year's file and it was not caught before mailing it out. Triangle Design and
23 Graphics did provide the corrected report at no charge. These copies are in the office and will be
24 given to customers as requested. A note will be put on the bill card to come in or visit our website
25 for the correct version. Also, a reminder to the Board that the annual health stipend will be on
26 June's payroll.
27

28 ***Superintendent's Report:** Pete Dostert reported that the repair on Hwy 211 near Hult Rd is
29 complete. Also, a quote in the amount of \$8,396.30 was received from Lawson Excavation for the
30 Hult Rd repair. Pete said he would like to have Matton Utility come out with the Vac truck and
31 locate the leak and determine the needed repair before proceeding. Ken Carroll asked Pete if the
32 flow meters at the plant had been calibrated yet; the answer was no, not yet. Colin Wait asked if
33 the box was still in place for the second water meter location at the Fire Station; the answer was
34 "unknown" and the location was asphalted over. Pete said he could contact the previous Fire Chief
35

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41 and ask if he knows. Colin said we should. We need to install a meter to track the fire departments
42 water use so we can remove that amount from the water loss calculation.
43

44 ***Old Business:**

45
46 **Accounting – Water Rates and Fees DP101.3:** Tabled
47

48 **Local Government Investment Pool:** Betty Hodges presented Resolution 2024-02 Authorizing the
49 investment of monies in the Local Government Investment Pool.
50

Colin Wait made a motion to accept Resolution 2024-02 Authorizing the investment of monies in the Local Government Investment Pool. Alan Gross seconded and the motion carried by unanimous vote.

51
52 **Update: Grant Team –** Teresa Bricker reported that the OREM Grant will be announced at the end
53 of July, and we now have our Unique Entity ID (UEI) number for Federal Grants. Cody Seelye has
54 joined the grant team for the WaterSMART Grant for the Automatic Meter Readers (AMR) meters.
55 We requested and received a letter of support from Lori Chavez Deremer’s office. Colin Swanson
56 said he would review the grant before we submit it. The application is due July 9th, 2024. Teresa
57 asked the Board how much they thought we should have available for a contingency. The
58 recommendation was 15%. Teresa let the board know that the grant team meets on Thursday
59 afternoons.
60

61 Resolution 2024-04 Authorizing Submission of a WaterSMART Grant Proposal to the US Bureau of
62 Reclamation and Authorizing a Cooperative Agreement with the Reclamation and Grant Match
63 Funds was presented to the board.
64

Colin Wait made a motion to accept Resolution 2024-04 Authorizing Submission of a WaterSMART Grant Proposal to the US Bureau of Reclamation and Authorizing a Cooperative Agreement with the Reclamation and Grant Match Funds. Carl Stephens seconded and the motion carried by unanimous vote.

65
66 **Update - G-works UB Hub and Front Desk Basic + Website Builder –** Betty Hodges reported that the
67 other billing company quotes were all well above our budget and that we should proceed with
68 GWorks. The initial cost will be the \$1,000 onboarding fee due after the start of the new fiscal year.

Carl Stephens made a motion to upgrade to the G-works UB Hub and Front Desk Basic + Website Builder. Colin Wait seconded and the motion carried by unanimous vote.

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74 G-Works predicted we would be up and running by September 2024 and that would provide a credit
75 from our current dues in the amount of 130.00. The remaining amount due would be \$1,180 for the
76 remainder of the year. In January, the regular annual dues would be \$3,540.00.
77

78 **Update - Water Loss** - Teresa Bricker asked Pete Dostert for the percentage of water loss expected
79 to be saved with the new meters. Pete said he thinks it should be about 10-15%.

80
81 **Update - Quotes for Hult Rd water line repair** – Covered in Superintendent report.

82
83 **Pete Dostert's Succession Plan** – CWD has received one resume to date. CWD will continue to
84 accept resumes for 2 more weeks. The position will require Distribution Level 1 Certification (12
85 months) and Treatment Level 2 Certification (36 months), and the trainee can substitute experience
86 ... if he works 12 months, 50% of his time in distribution and 50% of his time in treatment, by
87 substituting 1/2, he will have the full 12 months' experience for both. After the first 3 months, the
88 trainee can apply to become an Operator in Training and then take the exam after the year is
89 complete for Distribution Level 1 Certification. This position (Assistant Superintendent) will be a full
90 time position subject to our 90-day probationary period. Starting wage is still to be determined in
91 the July board meeting.
92

93 **Update – NHMP Adoption Approval Resolution –**
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Teresa Bricker made a motion to approve Resolution 2024-03 adopting the Colton Water District Representation in the Updates to the Clackamas County Multi-Jurisdictional Natural Hazards Mitigation Plan. Carl Stephens seconded and the motion carried by unanimous vote.

95
96 ***New Business:**

97
98 **Systems Development Application** – Betty presented an application for a System Development on
99 31310 S Walton Rd by Sid Gunter Jr and a check in the amount of \$2,629 for a ¾" service.

Carl Stephens made a motion to approve the Application for System Development at 31310 S Walton Rd for a ¾" service. Teresa Bricker seconded and the motion carried by unanimous vote.

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101 ***Public Comment:**

102
103 *The meeting adjourned at 7:15 p.m.
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105
106 _____ Director _____ (Date)