

1 COLTON WATER DISTRICT
2 MEETING OF THE BOARD
3 November 17, 2024

4 **CALL TO ORDER:** The meeting was called to order at 6:00 p.m.

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

6 **Others Present:** Betty Hodges and Pete Dostert

7 **APPROVAL OF OCTOBER MINUTES:**

Colin Wait moved to approve the minutes from the October 2024 Board meeting. **Carl Stephens** seconded the motion, and the motion carried by unanimous vote.

8

9 **FINANCIAL REPORT:**

10 **Betty Hodges** informed the Board that the water billing amount for October was \$30,541, with 496
11 service connections. The total actual income for the month was \$44,284.

12 • **Expense Details:**

13 ○ **Line 785 (Vehicle Maintenance):** \$151.72

14 ○ **Transfers to Construction:**

15 ▪ **Line 346:** \$12,500

16 ▪ **Line 341 (Per Account Fee):** \$3,968

17 ○ **Interest Income:**

18 ▪ **LGIP and Umpqua (Line 311):** \$2,258.88

19 • **Checks Presented for Signatures:**

20 ○ **GT Excavation:** \$9,995.40 for the down payment on the Hult Rd project.

21 ○ **CwM-H2O:** \$245.00 for reviewing OWRD's draft preliminary determination for a certificate
22 and updating the draft extension of time.

23 ○ **GWorks:** \$3,540.00 for the 2025 subscription.

24 The Board discussed ongoing issues with GWorks' services, citing a lack of progress with the billing
25 software and website. It was decided to hold the check to GWorks until there is demonstrable forward
26 motion on the services. Additionally, the Board suggested exploring alternative providers if doing so
27 would not result in a breach of contract.

Colin Wait moved to approve the financial report for October 2024. **Carl Stephens** seconded the motion, and the motion carried by unanimous vote.

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33 **MANAGER'S REPORT:**

34 **Cody Seelye's 90-Day Review**

35 **Betty Hodges** and **Pete Dostert** reported that Cody is performing exceptionally well. He is learning on
36 track, offering valuable ideas for improvement, and completing tasks on time. Cody has demonstrated
37 excellent customer service skills, punctuality, and reliability, having not missed any work.

38 Cody has also successfully completed his backflow and cross-connection certification.

39 **Betty** recommended that Cody be hired as a permanent employee with a \$1.00 per hour raise and the
40 inclusion of standard full-time benefits.

Carl Stephens moved to hire Cody Seelye as a permanent employee with benefits and a \$ 1.00 per hour raise. **Colin Wait** seconded the motion, and the motion carried by unanimous vote.

41

42 **Betty** informed the Board that an Application for New Water Service Connection, along with a payment
43 of \$4,679.62, was submitted for a 1-inch meter connection at 23887 S Schieffer Road.

Carl Stephens moved to approve the application. **Colin Wait** seconded the motion, and the motion carried by unanimous vote.

44

45 **SUPERINTENDENT'S REPORT:**

46 **Pete Dostert** informed the Board that Grady Johnson from GT Excavating is expected to begin work on
47 the Hult Road project next week. In addition, he will address the Grays Hill and Bells Way line break and
48 a small leak on Dhooghe Road.

49 The Altitude valve repair at the Van Rd tank has been completed. However, the low-level alarm at the
50 treatment plant is not functioning properly and requires repair.

51 **Cody Seelye** has requested bids to replace several valves and the flow meter at the treatment plant, but
52 there remains some confusion regarding the bids that need clarification. Additionally, the generator
53 requires servicing to ensure it is not causing electrical surges and related malfunctions.

58 The Board requested that a final, itemized cost for parts and labor be presented at the December Board
59 meeting.

60 **OLD BUSINESS:**

61 • **Water Rates and Fees (DP102.3):**

Colin Wait moved to accept DP102.3 - Water Rates and Fees Policy update based on the draft provided on September 17, 2024. **Carl Stephens** seconded the motion, and the motion carried by unanimous vote.

62

63 • **Grant Team Update:**

64 **Teresa Bricker** reported that the weekly grant meetings have been temporarily suspended as the
65 team awaits the outcome of the WaterSMART Small-Scale Water Efficiency Grant application,
66 expected by the end of the month.

67

68 **Teresa** informed the Board that the quote for updating the Water Master Plan came in at \$113,000
69 from Dyer Engineering. **Teresa** spoke with **Ed Hodges** from **Curran-McLeod Inc., Consulting**
70 **Engineers** and will schedule a meeting for a second quote. **Colin Wait** expressed interest to attend
71 that meeting.

72

73 **Teresa** also noted that she is exploring the possibility of a DEQ grant.

74

75 • **Water Loss:**

76 This item is tabled – until the meter is repaired or replaced.

77

78 • **Hult Rd Water Line Repair:**

79 Pending GT Excavating schedule date

80 **NEW BUSINESS:**

81 • **Updated Application for Water Service:**

82 **Teresa Bricker** provided an updated Application for Water Service with terms and conditions. **Colin**
83 **Wait** recommended a revision in section 4 - Ownership and Maintenance: changing “property
84 boundary” to “meter”.

85

Colin Wait moved to accept the updated Water Service Application with the recommended revision and a revised date of October 15, 2024. **Carl Stephens** seconded the motion, and the motion carried by unanimous vote.

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90 • **Meter Base Charges for Unused Meters:**

91 The Board discussed the meter fee policy for customers who are "snowbirds" or have seasonal absences
92 and shut off their water for extended periods. It was recommended to allow a one-time, annual
93 seasonal shut-off with a lock applied at no charge.

94 • **Certificate of Water Right for Partial Perfection:**

95 The Certificate of Water Right for Partial Perfection was provided to the Board. Upon review, it was
96 suggested that **Betty Hodges** confirm the extension date that was not included.

97 **Public Comment:** None

98 **ADJOURNMENT:** The meeting was adjourned at 7:20 p.m.

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101 _____ Director _____ (Date)