

AMENDED BEVERLY BEACH WATER DISTRICT MINUTES

NOVEMBER 16, 2016

IN ATTENDANCE: Board President Jack Barbay, Board Members Gene Hogan, Shel Burnett, and Tim Gross; Water Operator Ted LePine; Guests Leon Nelson and Lurlyn Patrick. Board Member Patti Frazier was absent.

Gene Hogan passed out copies of the minutes from the last meeting (October 18, 2016). The meeting was called to order at 7:14 p.m. by President Barbay.

WATER OPERATOR'S REPORT: Ted reported that the hydrant at the intersection of Beverly Drive and Beverly Lane had finally been replaced. He said the whole water system had to be shut off twice during the repair. He said there is a small main behind the main with the hydrant on it and that it was accidentally struck and broken by Joe Howry in the excavation process on Thursday. It was only made out of conduit and not the proper material for water lines. Unfortunately no shutoff for the north end of that line could be located, resulting in the whole system needing to be shut down. Tim asked if we had a locator that could find the shutoff. Ted said he had been using the one Jack borrowed, but it did not locate it. Tim offered for the district to borrow the City of Newport's locator which can go to a depth of six feet. He stated that the valve may be PVC rather than metal. Ted said that the plant is working well. The level in the tank is in the high 30-foot range. Tim mentioned that normally when a whole system is shut down and de-pressurized, like we had to do recently, we should publish a "boil order" notice. He suggested that in the next newsletter that we include with bills, we should ask for phone numbers and e-mail addresses of customers to be able to contact them in instances like that. We should also use the notice board at the base of the hill for that purpose as well. (Monday the whole system had been shut down and drained a second time).

At this point the topic of conversation switched to our sign-up with TCB regarding the answering service. Tim asked if we were signed up yet, and Shel said we needed to figure out a way to pay them. Tim asked if they couldn't just bill us? Tim gets monthly bills from them at the City of Newport, and suggested that maybe the W9 necessary is the hold-up. Tim offered to follow up on this, and said if he needed billing info he would ask Jack. Shel suggested that Tim go to TCB online, and under "services" fill out the application. Mike Goff is the owner of TCB.

Returning to water operations, Ted stated that the chemicals are working fine. He said the bulbs in the UV portion of the plant had been changed, and the plant equipment is working fine. He also said the quartz screen had been cleaned. Jack asked if we had ordered chemicals lately since the numbers for chemicals in the budget seemed high. Ted said there have been no chemicals ordered recently, in fact, the last order was two months ago.

Jack asked Ted if Darrel had submitted the 2014 Water Quality Report that the state is asking for. Ted replied that Darrel refuses to do that since technically the plant was under Ted Dykstra's supervision at the time, and not his.

Tim asked if the water board has an e-mail address (he suggested he could set one up, such as BBeach@gmail.gov), and that way we can use it to converse back and forth with people.

Ted said the turbulence in the stream is "off the charts", but OK. We are still on the alum and not on the other coagulant.

He said he hasn't closed the gate on the stream for four weeks (so it is at full open). He suggested that maybe we need a smaller, lighter gate. The present one accumulates too much crud from the streambed, and is hard to lift. Suggestions given were perhaps a 3/8" aluminum sheet, or maybe a gate with channels, and even better, a gate that goes down to open rather than up.

Ted said there were no water leaks except the one at 121st Street. He said Mr. Jones had driven his log truck over the meter and bent the nipple on it. It has been replaced and is OK.

He also checked out the A-Frame house on Avery, thinking the leak there had returned, but determined it was only seepage from the nearby bank.

The Water Reports to the state are due soon (gallons used per year). Ted said he will do this online as he has done for other reports recently. He said routine testing is going fine, and there are no issues there.

Shel asked about the progress of the clear well or backflush system we were contemplating.

Ted said that Cascade Water Works was having trouble finding the right size tank for inside the plant (which would prevent freezing, and facilitate not having to cut up ground and pipes). Ted said we use 4800 gallons every time we do a backwash. As of a week and a half ago Ted still had no proposal from them. Ted said a 486 gallon/min. tank is specified, but that if the pumps can deliver the amount we need, that we don't need that big a tank. We probably would only need a 410 gallon/min. tank. He said it should only take 3 minutes to push 1500 gallons through the system. 3000 gallons seems adequate according to both Ted and Tim. Tim suggested that maybe it was possible to get a tall tank so it would take up less room in the plant.

[Ted left the meeting at this point (7:34 p.m.) as there were no more questions for him]

The board heard a brief biography from Leon Nelson who was being considered for the water board since Patti Frazier had indicated previously that she wanted to resign from the board. He is retired and lives on Avery Street. He also has a home in Lebanon Salem. He used to be an engineer for Hewlett Packard. Before that he was in the Navy as a in chemical operations-mechanical operator on a nuclear submarine. Gene offered a motion that the board accept Leon Nelson to the position being vacated by Patti Frazier, and contingent with her resignation. Jack seconded the motion. In Favor: Jack, Gene, Shel, and Tim. Opposed: None. The motion carried unanimously and Leon Nelson was elected to fill the remainder of Patti Frazier's term on the board.

A motion was made by Gene to go into Executive Session, which was seconded by Tim. In Favor: Jack, Gene, Shel, Tim, and Leon. Opposed: None. The motion carried un-opposed, and the board went into Executive Session.

A motion was made by Gene to come out of Executive Session and return to the regular meeting, which was seconded by Shel. In Favor: Jack, Gene, Shel, Tim, and Leon. Opposed: None. Executive Session was closed, and the board returned to the regular meeting.

The subject of people paying bills via a drop in the wall of the district building was discussed, and it was agreed that the board no longer wanted to allow this form of delivery of water payments to the district. It was agreed the hole should be sealed and Jack agreed to do so.

Shel asked about the status of the pond issue at the base of the hill. Neither Jack nor Tim has gotten a response to their requests from ODOT. They did not respond by October 31, 2016 as advised. The pumps are still running and taking water out of the pond. Tim said he will set up a meeting for he and Jack to meet with ODOT. According to Tim, Christine Hildebrandt had agreed to set up a meeting previously, and never did.

PAST MEETING MINUTES:

A motion was made by Gene to accept the minutes for the meeting on October 18, 2016. A second to this motion was made by Shel. In Favor: Jack, Gene, Shel, and Leon. Opposed: None. Abstained: Tim (since he was not in attendance at last meeting). The motion carried, and the minutes for the meeting on October 18, 2016 were accepted.

Returning to the issue of the pond, Shel asked what we will do if the chain link fence is not returned to the site between the road and the pond, like it was before. Jack said we would go to our attorney. Tim suggested filing a claim with the state. Shel said maybe he could put up a fence and bill the state. Tim said he doubted they would agree to pay it.

FIRE HYDRANT RE-VISITED:

We received a bill for \$3800 from Joe Howry for the replacement of the hydrant at the intersection of Beverly Drive and Beverly Lane. Tim said schedule 40 conduit was used as a water main instead of the proper pipe. Subsequently when it was tapped by a shovel, it ruptured and necessitated the whole system being shut down to repair it. The first day was spent just repairing the broken line with a sleeve, so no hydrant was put in. The second day the hydrant was installed. When the original thrust block was removed (which was the only thing holding the hydrant on), that left the valve assembly and the hydrant just sitting there unrestrained. Subsequently they blew off the main when under pressure. Tim brought a flange adapter from the City of Newport to restrain it on the pipe. Ted will buy the parts and give them back to the City of Newport. Tim said that the plastic, gray schedule 40 conduit is for electrical wires, and not pressure rated for water line use. He said the rest of that line is just a time bomb waiting to go off, and perhaps we should just tie a new line into the big main. We would still need to find the valve to do this. It was suggested to wait until the proposed development near there is pursued further.

FINANCIALS:

There were no financials reports printed out for tonight. Frances had e-mailed copies to board

members, but Shel showed Jack copies of those she had personally printed out. We are currently showing a \$9,900 debt in the budget. We are short on revenue right now. Tim asked when tax revenues come in, and Jack responded in December/January. It was decided to postpone going over financials until the next meeting.

WATER SUPERINTENDENT AND WATER OPERATOR POSITIONS:

Returning to Darrel's refusal to certify the report from the past, Jack said he will call the state to explain the situation, and ask what we need to do to get it resolved. Darrel apparently sent in the report as Jack had composed it, but didn't attach a letter signed by Darrel to certify it was true and correct.

We need a Level 2 operator with a filtration endorsement for plant supervision. There is a two year experience requirement necessary for Ted to get certified. It was suggested that at next meeting we ask Ted how far along he is in the certification process. Tim said he himself could probably qualify as a Level 2 for distribution, but he'd have to get his filtration endorsement. For a DRC (Direct Responsible Control) person, we would have to have someone with a Level 3 and filtration qualifications. Tim said that Cody Olsen, who works for the City of Newport, might be willing to act as a back-up or moonlighter in the interim (if we did not have Darrel) till Ted could get qualified. Tim said that Darrel is technically on the line for the recent system shutdowns, and didn't know if Ted had notified him. Tim asked if we do not have an SOP (standard operating procedure) available for reference. Ted needs to find one, especially for emergency situations.

BILLING:

Tim said Frances keeps charging him late fees. He said there is not enough time between when the bills are sent out and when they are due to prevent this from happening. He suggested either mailing the bills out earlier, or put the due date as 30 days (or at least 20 days) past that. Also the statements we send out need to specify when bills are due!

A motion was made by Gene to adjourn the meeting, which was seconded by Tim. In Favor: Jack, Gene, Shel, Tim, and Leon. Opposed: None. The motion carried unanimously, and the meeting was adjourned at 8:41 p.m.

Signed and respectfully submitted

Gene Hogan, Sec. Beverly Beach Water District- November 17, 2016
