

**CLACKAMAS RIVER WATER BOARD OF COMMISSIONERS
REGULAR BOARD MEETING
December 9, 2021**

COMMISSIONERS PRESENT VIA ZOOM MEETING:

Sherry French President
Christine Alexander -absent
Naomi Angier, Secretary
Tessah Danel, Treasurer
Rusty Garrison

STAFF PRESENT:

Todd Heidgerken, General Manager
Karin Holzgang, Executive Assistant to the Board

CRW Employees: Chief Financial Officer, Carol Bryck; Chief Engineer, Adam Bjornstedt; Sr.; Engineering Manager, Joe Eskew; Water Resources Manager, Rob Cummings; Sr. Finance & Accounting Specialist, Ted Ebor

COMMISSIONERS ABSENT:1

VISITORS: Bob Steringer, Jeff Griffin, Chris Hawes

Call Regular Meeting to Order

Commissioner French called the meeting to order at 6:05 pm and roll call taken

MOTION: Commissioner Angier move to approve the agenda as presented. Commissioner Danel seconded the motion

MOTION CARRIED 4-0

Ayes: Angier, Danel, French, Garrison
Nays: None
Abstentions: None

Public Comment- none

Presentation

Clackamas River Water Insurance Renewal Overview

Mr. Griffin from WHA Insurance provided an overview of the renewal for the insurance for the District for 2022. Back in February there was a concern that the rate increase would be around 12%. Now that most of the final numbers are in and have been reviewed the increase to CRW will be approximately 5.7% above last year's rate (this includes the best practice credits and longevity credits even with the addition of equipment and property). One area of concern is the supply chain issues and how this may impact values of currently owned equipment, there will be a mid-term check for insurance just to be sure there are no changes that are needed. A big area of concern is cyber security and there will be continued monitoring on this to be sure CRW is protected as best as possible.

Commissioner Garrison asked best practices credits and industry practices credits and what areas that SDAO deems as areas of focus and provides credits to the District as a reduction in rates. Also asked how the District is protected for cyber attacks (including system down time, lock outs and possible ransom payments to get the system back from the attacker). A recommendation to CRW will be to conduct a test of the system to determine vulnerability. Finally asked if there are any other ways for the District to receive reductions in premiums and at this time the District has done all that are available.

Agenda Item 1.0 Consider Renewal of Intergovernmental Agreement with CPAWC (Cooperative Public Agencies of Washington County) for Equipment Sharing

Mr. Bjornstedt explained this agreement is one that CRW had been a part of for a number of years. This renewal/streamlined agreement will provide the same benefit to CRW with the opportunity to borrow equipment that we may not own or are able to rent. There is a nominal \$150/year fee to be a part of the agreement. If a borrowing situation occurred then there would be a charge for the rental/borrowing of equipment

MOTION: Commissioner Angier Move the Board approve Intergovernmental Agreement with the Cooperative Public Agencies of Washington County. Commissioner Danel seconded the motion

MOTION CARRIED 4-0

Ayes: Angier, Danel, French, Garrison
Nays:
Abstentions: None

Agenda Item 2.0 Consider Exemption to Rules and regulations Requiring Frontage to Main for Water Service at 16435 S. Redland Rd.

Mr. Bjornstedt explained that this is a property that being developed and is within the district currently. The property does not have frontage to Redland Road which CRW rules and regulations require. The Board is being asked to approve an exemption since the property owner has obtained access to a line across the neighboring property (which they have obtained) and then CRW will place the meter at Redland Road and the property owner is responsible for the costs (SDC) to install the waterline.

MOTION: Commissioner Angier move the Board to approve a request for exemption to the requirement for frontage to main for water service, for the property at 16435 S. Redland Road. Commissioner Danel seconded the motion.

MOTION CARRIED 4-0

Ayes: Angier, Danel, French, Garrison
Nays:

Abstentions: None

Agenda Item 3.0 Consider Approval of the Contract Amendment with Ferguson Enterprises, Inc. for Waterworks Supplies in Excess of the General Manager's Signature Authority

Mr. Heidgerken explained that this contract renewal is above the GM signature authority which is why the Board is being asked to approve the extension/amendment. Staff has concerns that with the supply chain issues and cost increases there may be need for a higher NTE amount. Commissioner Angier asked is there could or should be a discussion about increasing the signature authority of the General Manager. Commissioner French asked that this discussion be added to a meeting in 2022.

MOTION: Commissioner Angier move the Board to authorize the General Manager to sign the contract amendment with Ferguson Enterprises, Inc. for waterworks supplies for a revised total contract amount not to exceed \$65,000. Commissioner Danel seconded the motion.

MOTION CARRIED 4-0

Ayes: Angier, Danel, French, Garrison
Nays:
Abstentions: None

Agenda Item 4.0 Consider Approval of Surplus Property

MOTION: Commissioner Angier move the Board approve the listing of surplus property to be disposed of in accordance with Oregon Statutes and Local Contract Review Board Rules. Commissioner Danel seconded the motion.

Mr. Heidgerken explained that the property the Board is being asked to declare surplus is old/outdated IT equipment. Staff intends to donate to FreeGeek. Commissioner Garrison asked if there is value and since most of the items are broken there is no value. Commissioner Angier asked about a tax write-off for the donated items and since CRW doesn't pay taxes there is no write-off.

MOTION CARRIED 4-0

Ayes: Angier, Danel, French, Garrison
Nays:
Abstentions: None

Consent Agenda

CA-1: Gross Payroll and Account Paid for November 2021

CA-2: Cash Position and Transfers November 2021

CA-3 Project Acceptance: Accept Assets constructed under the "Washman on 82nd Ave: Project 19-5239

MOTION: Commissioner Angier moved to approve the Consent Agenda as presented
Commissioner Danel seconded the motion.

MOTION CARRIED 4-0

Ayes: Angier, Danel, French, Garrison
Nays:
Abstentions: None

Agenda Item 5.0 Management Report

- The Board received a copy of the December billing insert and the monthly report for December (this is also posted on the website)
- Staff have received the Certificate of Excellence in Financial Report from GFOA
- There is no December work session
- CRW offices will be closed on December 24 and December 31 in observance of Christmas and New Year's Day respectively
- CRW received the SDAO/SDIS Safety and Security grant as a matching grant of \$10,000, this was received for some of the efforts that staff have undertaken regarding cyber security protection.
- RWPC has recently sent out a press release about what water systems do during a winter storm and how they work together to help each other.
- The Commissioners have received their SDAO conference registrations. If there are changes that occur and if someone is not able to attend to let Karin know to make sure changes are taken of.
Commissioner Garrison asked about his recommendation to include gray water in the Water Management and Conservation Plan.

Public comment-

Agenda Item 7.0 Commissioner Reimbursements and Reports

Open meeting is adjourned at 7:05pm