

**CORBETT WATER DISTRICT  
BOARD OF COMMISSIONERS  
REGULAR BOARD MEETING  
April 16, 2019**

**BOARD MEMBERS PRESENT:** Sara Grigsby, Jack Garrison, Jeff Hargens, Kevin Wilhelm and Bob Gaughan

**BOARD MEMBERS ABSENT:**

**STAFF PRESENT:** District Manager Jeff Busto and District Clerk Gail Griffith

**AUDIENCE MEMBERS:** Gordon Fulks, Mike Griffith

Bob Gaughan called the meeting to order at 6:34 p.m.

**APPROVAL OF THE AGENDA**

Sara Grigsby made a motion to approve the Agenda removing the Leak Adjustment for account 1060-00. Jack Garrison seconded, all were in favor, motion carried. *(5 yes votes: S Grigsby, JHargens, B Gaughan, J.Garrison & K.Wilhelm 0 no votes)*

**APPROVAL OF THE MINUTES**

**REGULAR BOARD MEETING March 19, 2019**

Jeff Hargens made a motion to approve the March 19, 2019 Regular Board meeting minutes as presented. Sara Grigsby seconded, all were in favor, motion carried. *(5 yes votes: S Grigsby, J Hargens, B Gaughan, J.Garrison, K.Wilhelm 0 no votes)*

**SPECIAL BOARD MEETING April 2, 2019**

Jeff Hargens made a motion to approve the April 2, 2019 Special Board meeting minutes as presented. Sara Grigsby seconded, all were in favor, motion carried. *(5 yes votes: S Grigsby, J Hargens, B Gaughan, J.Garrison, K.Wilhelm 0 no votes)*

**BUDGET COMMITTEE MEETING April 2, 2019**

Jeff Hargens made a motion to approve the April 2, 2019 Budget Committee meeting minutes as presented. Jack Garrison seconded, all were in favor, motion carried. *(5 yes votes: S Grigsby, J Hargens, B Gaughan, J.Garrison, K.Wilhelm 0 no votes)*

**TREASURERS REPORT MARCH 2019**

Sara Grigsby addressed the Board. Sara Grigsby stated she had reviewed the information and did not see anything as a problem. Sara Grigsby asked about the Verizon cell phone bill. The District Clerk responded the Verizon bill of \$536.92 is for two months. We have just suspended service on one line. We have four active cell phones.

Sara Grigsby made a motion the March 2019 Treasurers Report be approved as presented. Jeff Hargens seconded, all were in favor, motion carried. *(5 yes votes: S Grigsby, JHargens, B Gaughan, J.Garrison, K.Wilhelm 0 no votes)*

**WELL UPDATE**

Jeff Busto said there is nothing new to report. Still going through the process. Tim Shell of Wallis Engineering will be here next month to give a full report.

Jeff Hargens asked when the Pre-application meeting with the County will be held. Tim Shell is setting up the date. The District Clerk will email the date out to the Board members.

Jack Garrison stated the District should ask for a Planner designated for the project. This will provide continuity. Sara Grigsby said that should happen during the pre-application meeting.

**OUTREACH EDUCATION PROGRAM UPDATE**

Sara Grigsby passed out a Community Outreach calendar of events for 2019. (copy attached to the minutes)  
Sara Grigsby reported the March 14<sup>th</sup> meeting was the kickoff for these events. Sara Grigsby and Jeff Busto met and used the notes from that meeting to set up a calendar of events for the year. Sara Grigsby went over the information with the Board. Jack Garrison suggested some other Water Districts may have a proven community outreach program that could provide more ideas and information. Jack Garrison suggested the presentation about conservation and water wisely may need to be moved up since July may be too late. Kevin Wilhelm suggested facebook may be a good source.

## **UNION PACIFIC GRANT - Alternative Uses**

President Bob Gaughan said he wanted to have a discussion on possible additional uses for the grant money other than toilets. Jack Garrison suggested the amount for toilet rebates should be raised to \$75 or \$100 per toilet. Jack Garrison continued that we may need to advertise more. Jeff Hargens agreed with raising the amount to \$100.00. Discussion of advertising the program more fully including on facebook and checking with the Fire District about using their reader board.

Jack Garrison made a motion to raise the toilet rebate to \$100 per toilet with a maximum of two rebates per customer. Sara Grigsby seconded, all were in favor, motion carried. *(5 yes votes: S Grigsby, J Hargens, B Gaughan, J.Garrison, K.Wilhelm 0 no votes)*

Short discussion of purchasing low flow shower heads and faucet restrictor kits to give out at some of the community events.

## **MANAGER'S REPORT**

The Board received the report by email prior to the meeting.

Jeff Busto went over the report with the Board.

**Meters** - Jeff Busto reported the HD Fowler and Master meter representative will be out to make adjustments to those meters that do not read correctly. Kevin Wilhelm asked if the adjustments will be done before the next billing cycle. The District Clerk responded the next meter read is the end of April. Jeff Busto stated they had planned to be out here earlier, but, are now planning to be here the first week of May. Sara Grigsby questioned why there is a delay. Jack Garrison asked if we could do a drive by of the meters in the ground that were not previously changed out to see if they are working correctly. The District Clerk explained there are about 300 meters that were changed out after the last meter read. We currently have the out reading for the old meters in the utility system. If we load the routes into the computer and read those meters we would have to put the reads into the utility program to see if they read correctly and then we would lose the old meter reads. More Discussion.

Jeff Hargens stated we need to send HD Fowler a certified return receipt letter tomorrow and tell them we can't read our meters and they need to come and take care of them by the end of next week. Tell them they will be fortunate if they get the rest of their money. If they don't fix them we will get someone else to fix them and send them the bill. The letter should be short and emailed out as well. Kevin Wilhelm said they have had a month to take care of the problem it needs to be fixed. Jeff Busto noted the HD Fowler representative was out and fixed a few of the meters using our mobile computer. He showed one of our employees how to make the fix and said we could fix the rest. Sara Grigsby expressed concern that if we start changing something on the meters we may be liable. Jeff Busto stated they need to fix the problem. The District Clerk explained that part of the problem was many of the meters that were reading incorrectly registered leaks and those with leaks were set to up to add decimal points to the read. That problem is supposed to have been corrected remotely by Master Meter. More discussion.

Sara Grigsby said we don't need to be taking on any of the expense for this repair to happen. She expressed concern that if we put an ultimatum of next week what is the plan. Jeff Hargens said we will get the meters fixed and send Fowler the bill. Jeff Busto stated the only one who can fix these meters is Master Meter. Sara Grigsby said taking over the repair doesn't look feasible. Jeff Hargens said HD Fowler will take advantage if we don't set a date. Jack Garrison said we need to set a "date certain" for the repairs so we can read the meters. He hesitated and said if we have to delay the readings until we know they are reading correctly that may be the thing to do. Discussion. Question came up as to whether the meters were paid for. The District Clerk stated the meters have been paid for, but the computer and training in an amount exceeding \$12,500 has been held back until the work is complete. She continued that she had spoken to the HD Fowler Corporate office and explained that we will not pay the bill until the meters are fixed. Discussion.

Discussion of the actual meter installation. There are about 59 meters left to put in. Some are the meters over 2" and others had problems with not being able to be turned off completely due to a broken curb stop. Jeff Busto said he had a contractor come out and look at the meter at Job Corps. That meter is out in the woods and could require a crane or back hoe to get the lid off. Jack Garrison asked if that is the only one that will be contracted out. Jeff Busto said we have to contract that meter out the others we should be able to do unless there is some problem.

Jack Garrison stated he understands that Yoshida's have willed their residence across from Riverview Restaurant to a hospital. Jack asked if the meter serving the Riverview Restaurant also provides water to the residence across the street. Jeff Busto said he does not know definitely that the water is used at both locations. Jeff Busto said there is nothing to stop them from using water at both places. Jack Garrison stated since there is going to be a new owner of the property we need to make sure that they and the Water District know the details of the water feed. There should be two lines and two meters. Discussion. Jeff Busto will contact Mr. Yoshida and he, Jeff Hargens and Kevin Wilhelm will meet with him to discuss the water service to the restaurant and the residence.

**South Fork-** Discussion about the high turbidity and round the clock monitoring of the plant. The creek has been very muddy. Jeff Hargens said we need to try and get South Fork cleaned up. We cannot ignore it even if we have to hire a logger to come in and take the logs out to get it cleaned up and usable. Jeff Busto said since the snow there is enough water in the creek to use and we are just now able to get into the area because of the logging. Jeff Hargens noted it has been a year and we need to get it cleaned up and use it. If it is unsafe for our crews then we can get someone else to do the job. Kevin Wilhelm stated it looked like about one day of work. Jeff Busto said we will get it cleaned before the next Board meeting.

**Surplus Vehicles-** Bob Gaughan had requested a estimated selling price for the vehicles. Jeff Busto stated he can't give a guarantee. Sara Grigsby noted the minutes from last month stated they would go to auction on May 11. The District Clerk stated the vehicles have to go into the auction yard prior to the 11<sup>th</sup>. It was decided last month they will go to the auction. Short discussion on the condition of the vehicles. Jeff Busto stated we will take the vehicles down to the auction.

#### **PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA**

No comments.

#### **SUGGESTIONS FUTURE AGENDA ITEMS**

Auction Results  
Meter Update  
South Fork Clean up  
Yoshida property meter

#### **BOARD MEMBER ADDITIONAL ITEMS FOR THE GOOD OF THE ORDER**

Sara Grigsby thanked Jack Garrison for his service and how much she appreciated serving with him on the Board and his attention to detail. Kevin Wilhelm thanked Jack for all the time and effort he had put in to his service on the Board. Jeff Hargens and Bob Gaughan also thanked Jack.

#### **ADJOURNMENT OF THE MEETING**

Jeff Hargens made a motion to adjourn the meeting at 7:40 p.m. Sara Grigsby seconded the motion, all were in favor, motion carried. (5 yes votes: S Grigsby, J Hargens, B Gaughan, J Garrison, K Wilhelm 0 no votes)