

# **Tri City Water and Sanitary Authority**

## **Regular Board Meeting Minutes**

**June 11, 2025**

The Board of Directors of Tri City Water & Sanitary Authority met on Wednesday June 11, 2025.

**Call to Order:** Meeting was called to order by Roger at 6:30pm.

### **Pledge of Allegiance:**

### **Roll Call:**

The following board members were present: Jeremy Medley, Roger Phillips, Joe Pospisil and Chris Dewald. Brandon Legg was absent

### **Employees Present:**

The following employees were present: Paul Wilborn and Brooke Rainwater

### **Minutes:**

- Joe made a motion to accept May 14, 2025, Regular Board Meeting minutes. Jeremy seconded the motion. All in favor. Motion carried.

**Budget Public Hearing** – There were no members of the public present to comment on the budget.

- Resolution 25-03 A Resolution adopting budget, making appropriations, and imposing taxes. Chris made a motion to adopt Resolution 25-03, a resolution adopting budget, making appropriations, and imposing taxes. Jeremy seconded the motion. All in favor. Motion carried.

### **Wastewater Treatment Plant:**

Cliff Church – Cliff was absent but provided the Board with a copy of his report. The report will be a permanent part of the minutes on file.

### **Visitors:**

### **Manager Report:**

- **Financial Report** – Paul stated that we have one month left of our fiscal year and the financial statements are look great. We will end the year will within our approved appropriations.

<https://tricitywater.sharepoint.com/Shared Documents/Minutes/2024-2025 Minutes/Minutes 061125.docx>

- **No. 8 Pump Station** – Paul reported that the electricians should be receiving the necessary parts to complete their job today. They are thinking they will complete the work tomorrow and hoping to get service and underground inspection on Friday. Once that is complete, we will be able to contact Pacific Power to move the electrical service and complete the rebuilding.
- **Utility Shop Building Progressive Design Build** – Paul stated that he hasn't seen a final schedule, but they have suggested a start date of June 23<sup>rd</sup>.
- **Angus Ln. water storage reservoir project** – Paul reported that we received a Notice to Proceed with groundbreaking activities as well as a Buy America Build America waiver for the water storage reservoir. The waiver allows us to include another manufacturer in the bid process so we can get some competition in pricing. We are currently working on design.
- **Valley Drive pump station** – Paul reported that the transfer switch was supposed to ship on 6/3, then 6/6, and now they are expecting it to ship on 6/23.
- **Water Meter Replacement** – Paul stated that we purchased 100-5/8X3/4 water meters, and we have been working on getting them installed. We replaced the 6" water meter at Irelands shop today.
- **Raw Water Pump Replacement** – Paul reported that we lost a motor in one of our raw water pumps. It was installed in 2004 and rebuilt in 2013. He was hoping that we would be able to get the motor rewound by Perrine, but their quote was nearly as much as a new pump and the lead times for repairs weren't great. Perrine's quote for a new pump was twice what the quote directly from Flygt was. I ordered the pump from Flygt for \$30,887 because they had one in Missouri. It should be here by the end of the month. Typical lead time for that pump is 12-15 weeks.

#### **Operations:**

- Brian Kelly – Brian was absent.
- Cody Hammond – Cody was absent.

#### **Board Discussion:**

- **Water Management & Conservation Plan** – Paul stated that the WMCP is ready to be filed and sent to the Oregon Water Resource Department. Within the document there are several requirements that will need to be fulfilled by the Authority. One of these is water leak detection, another is meter testing and replacement. Both are good practices, but this plan outlines ways to reduce water loss and non-revenue water. We also agree to submit a progress report every five years with the first being on or before December 2029. Chris made a motion to approve the Water Management & Conservation Plan. Joe seconded the motion. All in favor Motion carried.

**Old Business:**

**New Business:**

**Items not on Agenda:**

- **Emergent Containment Grant** – Paul reported to the board that he submitted a disbursement request for a \$15,383 reimbursement.

**Review Monthly Bills for Payment & Adjourn:** Joe made a motion to review the monthly bills and sign checks. Chris seconded the motion. All in favor. Motion carried.

**Adjournment:** The meeting was adjourned at 6:54 PM.

**Attested to by:** Brooke Rainwater