



M I N U T E S

A regular meeting of the Sunrise Water Authority Board of Commissioners was held on **Wednesday, July 28, 2021 at 6:00 pm**. The meeting was held via hybrid model, with the Board in person and public access remote by teleconference through RingCentral.

Board Present in person: Chris Hawes, Chair; Andy Coate, Vice Chair; Kevin Bailey, Secretary; Gary Barth; Kevin O'Meara, Tim Chairret, Diana Helm

Board Absent: None

Staff Present in person: Wade Hathhorn, General Manager; and Kim Anderson, Government Relations Manager; Cindy Wolff, Administrative Services Manager (via remote)

Visitors Present via remote: Sherry French, CRW; Paul Gornick, Oak Lodge Water Services

CALL MEETING TO ORDER

Hawes called the meeting to order at 6:03 p.m.

A motion to approve the agenda, with the addition of Consent Calendar item 1.5, was made by Barth and seconded by O'Meara. The motion carried unanimously.

ROLL CALL - Hathhorn performed the voice roll call.

ADMINISTER OATH OF OFFICE

Hathhorn administered the oath of office to Chris Hawes, Kevin O'Meara, Andy Coate, Diana Helm and Tim Chairret. Each member was duly sworn in.

ELECTION OF OFFICERS

A motion to nominate Hawes as Chair was made by Barth and seconded by Helm. Motion carried unanimously.

A motion to nominate Coate for Vice Chair was made by Bailey and seconded by Barth. Motion carried unanimously.

A motion to nominate Bailey for Secretary was made by Barth and seconded by Hawes. Motion carried unanimously.

PUBLIC COMMENT

Hathhorn presented the request from Ms. Andrews for rate relief on the tower site lease. The Board was provided with background on the cell tower lease situation for the agency, the history of the lease with Andrews, and the current condition of the lease. A motion to deny the request for rate relief was made by Barth and seconded by Helm. Motion carried unanimously. A motion to state in the record the Board's recommendation that the lease with Ms. Andrews not be renewed upon expiration was made by Coate and seconded by Barth. Motion carried unanimously.

1. CONSENT AGENDA

A motion to approve the consent agenda, consisting of the items listed below, as amended, was made by Bailey and seconded by O'Meara. Motion carried unanimously.

- 1.1 Approval of Minutes of June 23, 2021 Regular Meeting
- 1.2 Adoption of Resolution 2021-10, Declaring Armstrong Circle Parcel surplus Property, Authorizing sale to City of Happy Valley, and Designating Signatory for Escrow Closing
- 1.3 Approval of Waterline Easement for AG Specialty Foods
- 1.4 Acceptance of Water Mains and Related Facilities for AG Specialty Foods

- 1.5 Adoption of Resolution 2021-11, Correction and Replacing Resolution 2021-04, Adopting FY2021-22 Budget and Authorizing Appropriations

2. DISCUSSION ITEMS

2.1 City of Happy Valley Roundabout Update

Hathhorn summarized the history of Happy Valley's proposal for installing a traffic circle at the intersection of 129th Avenue and King Rd. and the proposals provided in the packet. Hawes asked if this addressed the compensation for the takings. Hathhorn stated that would be coming after they are notified of the option that the Board approves.

A motion accept design concept Option 2 was made by Helm and seconded by Barth. Motion carried unanimously.

3. STAFF REPORTS

3.1 Manager's Update

Hathhorn reviewed the flow information for the Clackamas and provided an overview of how water is stored and moves through the Clackamas watershed and how water is received and moves through the Sunrise system. He also discussed the significance of instream flows in the Clackamas in relation to accessing raw water, especially after Labor Day, and provided background information on the water rights permit extension process that has been ongoing for 16 years.

He noted that next week staffing the office will begin, starting with managers. He discussed the measures being taken in relation to COVID and bringing employees back into the office.

Hathhorn noted staffing changes that have occurred.

3.2 Engineering & Construction Reports – No comments

3.3 Operational Reports – No comments

3.4 Finance Report

Coate asked why capital expenditures are so far below budgeted. Hathhorn stated that it is primarily related to the difficulty we have had with staffing for engineering and noted that we will have to rely more heavily on consultants to get projects done. He also indicated that there could be constraints on both consultant and contractor capacity going forward as well.

4. BOARD BUSINESS

4.2 Liaison Reports & Meeting Attendance

Helm volunteered to be the liaison to the Chamber of Commerce.

O'Meara volunteered to be alternate to Happy Valley City Council.

MEETING ATTENDANCE

Hawes – Boring in person, Oak Lodge, CRW, July Sunrise

Bailey – Happy Valley, July Sunrise

Coate – No meetings, July Sunrise

Barth – No meetings, July Sunrise

Chairet – July Sunrise

Helm – July Sunrise

O'Meara – July Sunrise

The Board performed introductions and provided some background on themselves.

5. CONVENE LOCAL CONTRACT REVIEW BOARD

The regular meeting was recessed and the Board convened as the Local Contract Review Board at 7:18 pm.

5.1 Notice of Intent to Award a Construction Contract (Kerr Contractors)

Hathhorn provided the new Board members with a short background on public contracting law and the Board's function as the Local Contract Review Board. He explained to the Board that the construction contracts for the new facility have been broken into a couple of packages, and the first is the earth work. Sunrise received only one bid, from Kerr Contractors. He noted that the bid was formally opened, it met all of the bid criteria, and was determined to be reasonable, so Staff is recommending that the Board approve that bid and issue formal notice of intent to award a construction contract. The plan is to begin moving earth by September first.

A motion to issue the formal notice of intent to award a construction contract to Kerr Contractors in the amount of \$610,097 for the early grading package, as presented, was made by Coate and seconded by Barth. Motion carried unanimously.

A motion to, absent a legitimate protest over the following 7-days, authorize the General Manager to execute a construction contract with Kerr Contractors for the amount and purpose approved, was made by Bailey and seconded by Helm. Motion carried unanimously.

The Board closed the Local Contract Review Board and returned to regular session at 7:23 pm.

6. WORK SESSION – AQUIFER STORAGE AND RECOVERY


Hathhorn provided the Board with information on what ASR is, how it works, and the geology of the service area. He discussed at length the complications related to developing new ASR wells, the issues with the current Sunrise ASR facilities, and the plans for improving those facilities and expanding ASR capacity. The on-going ASR work includes: (1) restoration of Well 2W and (2) siting of a new ASR well. Staff is currently looking to restore recent flooding damage to Well 2W and return the facility to service. The wellhead and controls are currently below grade in a series of vaults. Restoration plans will focus on a redesign of the facility to allow it to be replaced above ground and housed in a small building in Sieben Park. Well 2W is also now being impacted by manganese intrusion, which will hopefully be controllable by dilution. Staff is also looking into the siting of a second ASR well in the vicinity of Clackamas High School.

7. ADJOURN

The meeting adjourned at 8:16 pm.

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CHRIS HAWES, CHAIR

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KEVIN BAILEY, SECRETARY