



**Water Environment Services Advisory Committee
Meeting Summary**

Date: March 29, 2018
Time: 6:30 – 8:00 p.m.
Location: Water Environment Services, Development Services Building, Auditorium / Room 115,
 150 Beaver Creek Road, Oregon City

Meeting Objectives

- Approve Q1, January 11, 2018, meeting summary
- Gain consensus on a Monthly Service Fee Policy
- Gain consensus on a goal for rehabilitation improvements to achieve I&I reduction

Presentation(s): PowerPoint – WESAC Meeting Materials Packet_20180329

Facilitator: Diana Helm, WES Advisory Committee Chair

Attendees:

Members

James Adkins	X	Rita Baker	X	Jim Bernard		Christopher Bowker	X
Greg DiLoreto		Markley Drake	X	Greg Geist	X	William Gifford	X
Renee Harbor	X	Diana Helm	X	Max Hepburn		Eric Hofeld	X
Kay Mordock	X	Michael Morrow	X	James Nelsen	X	Brenda Perry	
Karin Power	X	Ron Weigel					

Clackamas County/WES Staff

Lynne Chicoine	X	Greg Eyerly	X	Amanda Keller		Chris Storey	X
Doug Waugh	X	Ron Wierenga	X				

Public

Peter Harkema, Shelly Parini, Chris Randall, Jim Whynot

The meeting convened at 6:30 p.m.

Introductions were made around the room.

Consensus to approve the quarter one, January 11, 2018, meeting summary.

WES Director, Greg Geist, explained the history of why some of the cities desire to be the governing body of WES. He noted the cities recently agreed to participate in the Oregon Consensus process through Portland State University.

Discussion occurred regarding governance.

Mr. Geist introduced Peter Harkema, Director of Oregon Consensus.

Mr. Harkema noted the services Oregon Consensus provides, how they provide those services, and the processes for each of the services. He explained that Oregon Consensus assists in solving challenging public issues by providing neutral processes. Mr. Harkema also stated there are phases to each process.

Please refer to Power Point presentation – Letter to the Mayors, Oregon Consensus 1 page description, and Oregon Consensus assessment fact sheet slides.

Discussion occurred regarding funding the Oregon Consensus process in regards to WES governance. It was explained that during the Elected Officials Forum earlier that afternoon, March, 29, 2018, Commissioner, Ken Humberston, agreed to request from the Board that WES fund the first phase of the process. It was also noted the representatives at the Elected Officials Forum (each city had representation) agreed to request from their cities to share the funding of phase two, and potentially reimburse WES for a portion of phase one. It was acknowledged that would create a sense of ownership and equality during the process.

WES Financial Manager, Doug Waugh, gave a presentation on WES finance (refer to PowerPoint presentation – Budget Development slides). He reviewed the timeline for the upcoming budget process. Mr. Waugh explained the commitment of the budget committee members.

There was consensus for WES to send a Doodle Poll of dates in May for the WES Advisory Committee members to meet and review the proposed budget. The meeting will be to inform the entire committee, and to prepare the budget committee members for the formal budget adoption meeting in early June.

Mr. Waugh reviewed the slide Monthly Service Fee Policy. He requested the committee gain consensus on establishing a bracket for annual adjustments to give WES an internal operating guideline for the next fiscal year.

Discussion occurred regarding the impact and rationale behind the presented options.

[[[Motion was made by William Gifford to establish the rate setting strategy of a lower index limit based on the Engineering News Record Construction Cost Index, currently 3.9%, with no more than a 10% rate increase in any given year. Markley Drake second the motion. Seven were in favor – motion passed.]]]

WES Capital Manager, Lynne Chicoine, gave a presentation (refer to PowerPoint presentation – Tri-City and CCSD #1 Sanitary Sewer Master Plan).

Discussion occurred regarding inflow and infiltration (I & I), and pipes/utility laterals connecting to houses and how public utility ownership of sewer pipes stop at private property lines.

Karin Power asked if it would be possible to require property owners to check, and if necessary, repair sewer pipes from the property line to the house at the time of home sales.

Ms. Chicoine stated that would be a possibility that could be looked into.

Ms. Chicoine referred to the slide, Rehabilitation Improvements to Achieve I&I Reduction, and asked the group for consensus on a reduction goal.

Discussion occurred regarding the options.

There was consensus to move forward with mainline rehab repair and lateral connection to houses, resulting in a 65-percent I&I reduction.

WES Environment Services Manager, Ron Wierenga, gave a quick update on the status of the WES Rules and Regulations (refer to slides WES Rules & Regulations – Update Project). He noted an overhaul and rewrite of the rules and regulations will begin in May 2018. He stated he would be hiring contract assistance; however, he would also be seeking high-level policy and technical assistance from the WES Advisory Committee members.

Diana Helm adjourned the meeting at 8:14 p.m.