

**CITY OF ALBANY and CITY OF MILLERSBURG
Water and Wastewater Management Committee**

Santiam Room
Albany City Hall
Thursday, August 25, 2011
5:00 p.m.

MINUTES

CALL TO ORDER

Vice Chair Dala Rouse called the meeting to order at 5:00 p.m.

ROLL CALL

Committee Members Present: Barbara Castillo, Sharon Konopa, Floyd Collins, Dala Rouse, Clayton Wood, Bill Coburn

Committee Members Absent: Darrin Lane, Linda Boyce

Others Present: Craig Massie (CH2M Hill); Chip Ullstad (Albany Utility Engineer); Albany City Attorney Jim Delapoer; Millersburg City Attorney Forrest Reid; Wes Hare (City Manager); Mark Shepard (Albany Public Works Director); Tom Ten Pas (Wetlands and Biosolids Reuse Manager); Jeff Kinney (AIC Operations Manager/Albany Water Superintendent); Richard Johnson (WWTP Supervisor); Irene Mann (Albany Executive Assistant to the Public Works Director)

MINUTES

Rouse corrected the minutes. Darrin Lane is Chair of the Committee, not Vice Chair. With the correction, the minutes of July 19, 2011, were unanimously approved.

RECESS TO EXECUTIVE SESSION TO DISCUSS PENDING LITIGATION OR LITIGATION LIKELY TO BE FILED WITH ORS 192.660 (2)(h)

The Regular Session was recessed into an Executive Session at 5:04 p.m.

RECONVENE

The Regular Session reconvened at 6:07 p.m.

ACTION: Jim Delapoer requested a motion from the Joint Management Committee recommending to their respective City Councils approval of the settlement agreement outlined by staff in the Executive Session in regard to the Water Treatment Facility. Coburn agreed with the motion outlined by Delapoer and Wood seconded it. The motion passed unanimously.

A settlement agreement between Sullivan and the two Cities was presented to the Committee. The Albany-Millersburg Joint Water/Wastewater Management Committee unanimously approved a motion requesting that the City Councils of Albany and Millersburg authorize the Albany City Manager to execute the settlement agreement. Delapoer also recommended that the Committee adopt a motion that their respective City Councils enter into a common interest agreement between their respective City and CH2M Hill.

ACTION: Castillo agreed with the motion outlined by Delapoer and Coburn seconded it. The motion passed unanimously.

Note: Wes Hare left at 6:10 p.m.

TALKING WATER GARDENS (TWG) BUDGET AND LANDSCAPE UPDATE

Mark Shepard distributed budget sheets for the Wetlands budget showing the adopted budget and where the budget is as of this date with actual expenditures. He explained that beginning balances are set in March and that by July, the beginning balance is not always what was thought four months previously. The beginning balance for TWG is significantly lower than originally estimated. There are costs still outstanding that are not reflected in this total (final costs from CH2M for their services during construction, City staff time charged to the budget, two meters that need to be installed to monitor flows in and out of the wetlands and to comply with the NPDES permit). Shepard said he thought there would be a balance of approximately \$250,000 remaining once all the costs have been accounted for. At this time he recommended a 'wait and see' approach to see how much money was really in the budget.

Tom TenPas said the cost to complete the entrance of TWG would still be ~\$280,000. He added that security cameras are in the process of being installed. He said they received bids to install fencing on the east side of the railroad.

OTHER ITEMS

Shepard said that he would be bringing information to the Albany City Council for a discussion on sewer debt service. Konopa asked for an update to the TWG long-range plan be included. Shepard said that any projects that would ultimately be needed as part of the TWG would be added in the Albany Capital Improvement Plan. Konopa added that she felt that road improvements would be needed on the streets leading to the TWG. She thought that there would also need to be capital improvements for the park.

Shepard said that PW Senior Accountant Jeff Babbitt would bring information for a rate discussion to the Committee. Collins said that he would like to look at the sewer/water/TWG budgets collectively in order to have a complete rate discussion.

Rouse asked what the expenses would be for the TWG budget after everything was completed. She realized there would be continued maintenance of the paths, weeds, cells, etc. Rouse added that she researched other wetlands operating budgets and they had annual budgets of only ~\$350,000. TenPas added that this year the Wetlands budget was ~\$440,000. In the future, the budget will include revenue received from Wah Chang.

Collins said that Ralph Reid's daughter talked to him about a memorial for Reid. Collins asked that representatives from both cities be thinking of something reflective of TWG to be a remembrance for Reid.

NEXT MEETING DATE

The next meeting is scheduled for Thursday, October 13, at 5 p.m.

ADJOURNMENT

The meeting adjourned at 6:25 p.m.

Respectfully submitted,

Irene A. Mann
Executive Assistant to the Public Works Director

IAM:kw