

**Willamette Water Supply System Commission
Board Meeting Minutes
Thursday, October 3, 2019**

Commissioners present:

Tualatin Valley Water District (TVWD): Jim Duggan
Hillsboro: Deborah Raber (alternate)
Beaverton: Denny Doyle

Committee Members present:

TVWD: Tom Hickmann, Management Committee
Hillsboro: Niki Iverson, Management Committee
Beaverton: David Donaldson, Management Committee
David Winship, Operations Committee

Managing Agency Staff present:

Dave Kraska, Willamette Water Supply Program (WWSP) Director; WWSS Commission General Manager
Joelle Bennett, WWSP Assistant Director
Bill Van Derveer, WWSP Manager
Clark Balfour, TVWD General Counsel
Matt Oglesby, TVWD Asset Management Division Manager
Mark McConnell, TVWD Facilities
Faye Branton, WWSP Administrative Assistant; WWSS Commission Recorder

Other Attendees:

No members of the public were present.

CALL TO ORDER

Chairman Duggan called the regular Willamette Water Supply System (WWSS) Commission meeting to order at 12:10 p.m.

1. GENERAL MANAGER'S REPORT

Mr. Kraska opened with a safety moment covering Fall Safe Driving Tips ([see presentation](#)), followed by the General Manager's report, which included an overview of the Approvals and Procurement Forecast.

2. PUBLIC COMMENT

There were no public comments.

3. CONSENT AGENDA

- A. Approve the September 5, 2019 meeting minutes.

Motion was made by Doyle seconded by Raber to approve the consent agenda as presented. The motion passed unanimously with Doyle, Duggan, and Raber, voting in favor.

4. BUSINESS AGENDA

- A. Consider adopting Resolution WWSS-07-19, a resolution declaring public necessity to acquire permanent and temporary construction easements over, upon, under and through real property for pipeline section PLM_1.2 for the Willamette Water Supply System.
– *Staff Report – Joelle Bennett*

Ms. Bennett presented the staff report requesting the Board's adoption of Resolution WWSS-07-19.

Motion was made by Doyle seconded by Raber to adopt Resolution WWSS-07-19, declaring public necessity to acquire permanent and temporary construction easements over, upon, under and through real property for pipeline section PLM_1.2 for the Willamette Water Supply System. The motion passed unanimously with Doyle, Duggan, and Raber, voting in favor.

- B. Consider adopting Resolution WWSS-08-19, an update to resolution WWSS-04-19 declaring public necessity to acquire permanent and temporary construction easements over, upon, under and through real property for pipeline section PLW_1.3 for the Willamette Water Supply System.
– *Staff Report – Joelle Bennett*

Ms. Bennett presented the staff report requesting the Board's adoption of Resolution WWSS-08-19.

Motion was made by Raber seconded by Doyle to adopt Resolution WWSS-08-19, declaring public necessity to acquire permanent and temporary construction easements over, upon, under and through real property for pipeline section PLW_1.3 for the Willamette Water Supply System. The motion passed unanimously with Doyle, Duggan, and Raber, voting in favor.

- C. Contract Amendments – *Staff Report – Dave Kraska*

- i. Consider approving a change order in the amount of \$575,743.12 to CDM Smith's contract for incorporation of value engineering concepts into the 60% design of the WTP_1.0 project.

Mr. Kraska presented the staff report requesting approval of a change order to the CDM Smith contract in the amount of \$575,743.12.

Motion was made by Doyle seconded by Raber to approve a change order in the amount of \$575,743.12 to CDM Smith's contract for incorporation of value engineering concepts into the 60% design of the WTP_1.0 project. The motion passed unanimously with Doyle, Duggan, and Raber, voting in favor.

- ii. Consider approving a change order in the amount of \$521,789.45 and 879 days to the Kennedy/Jenks Consultants, Inc. contract for the design of PLW_1.0 for incorporation of a pipeline alignment change to PLW_1.2 as directed by Washington County, WWSP's partner for this project. – *Staff Report – Dave Kraska*

Mr. Kraska presented the staff report requesting approval of a change order to the Kennedy/Jenks Consultants, Inc. contract in the amount of \$521,789.45 and 879 days.

Commissioners expressed appreciation for WWSP team efforts in working with other entities to realize project and cost efficiencies, especially noting minimization of traffic impacts to the Cornelius Pass Road, which is a critical arterial.

Motion was made by Raber seconded by Doyle to approve a change order in the amount of \$521,789.45 and 879 days to the Kennedy/Jenks Consultants, Inc. contract for the design of PLW_1.0 for incorporation of a pipeline alignment change to PLW_1.2 as directed by Washington County, WWSP's partner for this project. The motion passed unanimously with Doyle, Duggan, and Raber, voting in favor.

- D. Consider a motion to change the date of the January 2020 WWSS Board meeting from January 2, 2020 to January 9, 2020. – *Staff Report – Dave Kraska*

Mr. Kraska presented the staff report requesting that the January 2, 2020 Board meeting date be changed to January 9, 2020, due to its proximity to the holidays.

Motion was made by Doyle seconded by Raber to change the January 2, 2020 Board meeting date to January 9, 2020. The motion passed unanimously with Doyle, Duggan, and Raber, voting in favor.

5. INFORMATION ITEMS

- A. Planned November Business Agenda items – *Staff Report – Dave Kraska*

Mr. Kraska presented information on anticipated business agenda items for the November 7, 2019 WWSS Commission Board meeting, including highlights of multiple Intergovernmental Agreements (IGAs) with Washington County, the City of Tigard, and the City of Wilsonville.

- B. Chairman Duggan pointed out that a special WWSS Board meeting will be held on October 28 at the City of Tigard Public Works Auditorium. The meeting will begin immediately following conclusion of the Willamette Intake Facilities (WIF) Commission Board meeting. WWSS meeting time is anticipated to begin at 7:00 PM.
- C. The next regular Board meeting is scheduled on November 7, 2019, at Tualatin Valley Water District – Board Room.

6. COMMUNICATIONS AND NON-AGENDA ITEMS

- A. None scheduled.

ADJOURNMENT

There being no further business, Chairman Duggan adjourned the meeting at 12:42 p.m.

James Duggan, Chair

Denny Doyle, Vice Chair

DRAFT



Fall Driving Safety Tips

October 3, 2019

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1. Don't brake on wet leaves



- Wet leaves can be as slippery as ice.
- Drive slowly through them and avoid hard braking.
- Leaves may obscure lane lines and other road markers
- Pay attention to the edge of the road to stay in your lane.

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2. Avoid sun glare



- At this time of year, the first 15 to 45 minutes after sunrise and before sunset the sun perfectly aligns with east/west roadways and sun glare can be a problem.
- Wear sunglasses, keep your windshield clean, and use north/south streets or streets with tree cover when possible.

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3. Use your rain smarts



- Maintain a safe distance from the car in front of you, as wet roads may be more slippery.
- Use your low beams or fog lights (never high beams) in fog conditions.

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4. Be careful on bridges



- As the temperature begins to drop, morning frost can leave icy patches on bridges, overpasses, and shaded spots.
- Slow down, and avoid hard braking and sharp turns.

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5. Adjust your eyes



- We lose 1 to 2 minutes of daylight each day after the autumnal equinox. It takes your eyes between 2 and 5 minutes to start adjusting from indoor lighting to outdoor darkness.
- Give your eyes time to adjust to the dark before driving.

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6. Watch out for deer



- Autumn marks the beginning of deer breeding season. They are most active during sunset and sunrise.
- Be vigilant when driving near the woods and near deer crossing signs.

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7. Check your vehicle

- Check tire pressure.
(Tires lose 1 to 2 pounds of pressure for every 10-degree temperature drop.)
- Replace windshield wipers.
(A really clean window can help you see when there's glare.)
- Adjust headlights.
(If your headlights seem too dim, ask your mechanic to make sure they're aligned properly.)



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Fall Driving Safety Tips

<http://www.safebee.com/travel/7-fall-driving-safety-tips>

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