

**Willamette Water Supply System Commission**  
**Board Meeting Minutes**  
**Thursday, February 3, 2022**

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**Attendance:**

**Commissioners present:**

City of Beaverton	Marc San Soucie
City of Hillsboro	David Judah
Tualatin Valley Water District (TVWD)	Jim Duggan

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**Committee Members present:**

City of Beaverton	Chad Lynn, David Winship
City of Hillsboro	Niki Iverson, Eric Hielema, Lee Lindsey
TVWD	Jessica Dorsey Tom Hickmann, Carrie Pak

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**Managing Agency Staff present:**

WWSS Commission General Manager / Willamette Water Supply Program (WWSP) Director	Dave Kraska
TVWD General Counsel	Clark Balfour
WWSP Assistant Director	Joelle Bennett
WWSP Program Manager	Jeremy Taylor
WWSP Engineering and Construction Manager	Mike Britch
WWSP Permitting and Outreach Manager	Christina Walter
WWSP Finance Manager	Toby LaFrance
WWSS Commission Recorder / WWSP Executive Assistant	Annette Rehms

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**Other Attendees present:**

City of Beaverton Assistant Finance Director	Susan Cole
Joint Water Commission Water Treatment Plant Manager	Chris Wilson
TVWD Asset Management Division Manager	Matt Oglesby
TVWD Water Resources Division Manager	Joel Cary
TVWD Engineering Division Manager	Nick Augustus
TVWD Controller	David Shick
TVWD Technical Services Accountant	Shital Patel
Sundt Construction	David Fagerstrom, John Nichols

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**REGULAR SESSION – 12:00 PM**

**CALL TO ORDER**

Chair Judah called the regular Willamette Water Supply System (WWSS) Commission meeting to order at 12:01 p.m.

**ROLL CALL**

Ms. Rehms administered the roll call and noted attendance.

## **1. GENERAL MANAGER'S REPORT**

Mr. Kraska presented a safety minute on Super Bowl celebration safety (*presentation on file*).

The General Manager's report included Willamette Water Supply Program (WWSP) permitting and communications; design; construction; steel market exposure updates; a request for Commissioner input on continuing remote meetings; the Willamette Water Supply System insurance renewal; and the quarterly financial report for the period ending December 31, 2021.

Commissioners agreed to continue meeting remotely, using Microsoft Teams, and revisit this matter in May 2022 in preparation for the June 2022 Board meeting. This will allow more time for TVWD to test the technology to host hybrid meetings and provide time for evaluation and consideration COVID-related risks.

## **2. PUBLIC COMMENT**

There were no public comments.

## **3. CONSENT AGENDA**

- A. Approve the January 6, 2022, meeting minutes
- B. Approve the January 20, 2022, meeting minutes

Motion was made by San Soucie seconded by Duggan to approve the Consent Agenda as presented. The motion passed unanimously with San Soucie, Duggan, and Judah voting in favor.

## **4. BUSINESS AGENDA**

- A. Approve PLM\_1.3 Contract for Construction – *Mike Britch*

Mr. Britch presented an overview of the PLM\_1.3 Pipeline Construction Contract with Moore Excavation, Inc. and requested the Board's approval of Contract 2022-023 and drawing \$4,332,124 from Management Reserve to fund the amount above the current Baseline budget. (*presentation on file*)

Motion was made by Duggan, seconded by San Soucie, to approve Contract 2022-23 with Moore Excavation, Inc for PLM\_1.3 Pipeline Construction for the Willamette Water Supply Program. The motion passed unanimously with San Soucie, Duggan, and Judah voting in favor.

- B. Adopt PLM\_4.2 WCLUT Construction IGA – *Mike Britch*

Mr. Britch provided an overview of the construction agreement for the joint WCLUT and WWSS construction of the PLM\_4.2 project. He described the estimated costs outlined in Exhibit 2 of the IGA which include waterline work, engineering services during construction, mobilization, administration, and restoration costs among other categories. He provided a construction cost comparison to the WWSS baseline budget and noted the total contract price with project contingency has been included in Baseline 7.0 released on January 31, 2022. He reminded the Board that this is a cost estimate and exact costs are unknown until bids are received. Mr. Britch concluded by requesting the Board adopt Resolution WWSS-02-2022 approving an Intergovernmental Agreement between Washington County and the Willamette Water Supply System Commission for the joint construction of PLM\_4.2 Tualatin Sherwood Road – SW 124<sup>th</sup> to Langer Farms project. (*presentation on file*)

Motion was made by San Soucie, seconded by Duggan, to adopt Resolution No. WWSS 02-22 approving an Intergovernmental Agreement between Washington County and the Willamette Water Supply System Commission for the joint construction of PLM\_4.2 Tualatin Sherwood Road – SW 124<sup>th</sup> to Langer Farms project. The motion passed unanimously with San Soucie, Duggan, and Judah voting in favor.

## **5. INFORMATION ITEMS**

### **A. Planned March Business Agenda Items – *Joelle Bennett***

Ms. Bennett presented information on business agenda items planned for the February 17, 2022, WWSS Commission Special Board Meeting and the March 3, 2022, WWSS Commission Regular Board meeting.

Staff anticipates recommending approval of:

1. WTP\_1.0 GMP for Construction (Special Board Meeting)
2. WWSP 2022 Baseline Schedule and Budget
3. WWSS Fiscal Year 2022-2023 Work Plan and Budget
4. PLM\_4.3 Contract for Construction
5. Sherwood Emergency Intertie Intergovernmental Agreement (IGA)

B. A Special Board meeting is scheduled on February 17, 2022 at 12:00 PM via Microsoft Teams.

C. The next Regular Board meeting is scheduled on March 3, 2022 via Microsoft Teams.

## **6. COMMUNICATIONS AND NON-AGENDA ITEMS**

A. None scheduled.

## **ADJOURNMENT**

There being no further business, Chairman Judah adjourned the meeting at 12:39 PM

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David Judah, Chair

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James Duggan, Vice Chair