

**Willamette Water Supply System Commission
Board Meeting Minutes
Thursday, November 5, 2020**

Commissioners present:

Tualatin Valley Water District (TVWD): Jim Duggan
City of Hillsboro: David Judah
City of Beaverton: Denny Doyle

Committee Members present:

TVWD: Carrie Pak, Operations Committee
City of Hillsboro: Niki Iverson, Management Committee
Lee Lindsey, Finance Committee
City of Beaverton: Chad Lynn, Management Committee
David Winship, Operations Committee

Managing Agency Administrative Staff present:

Dave Kraska, Willamette Water Supply Program (WWSP) Director; WWSS Commission General Manager
Joelle Bennett, WWSP Assistant Director
Bill Van Derveer, WWSP Program Manager
Clark Balfour, TVWD General Counsel
Faye Branton, WWSP Administrative Assistant; WWSS Commission Recorder

Other Attendees:

Mike Britch, WWSP Engineering and Construction Manager
Christina Walter, WWSP Permitting and Outreach Manager
Lisa Houghton, WWSP Finance Manager
Matt Oglesby, TVWD Asset Management Division Manager
Chris Wilson, City of Hillsboro-JWC Water Treatment Manager

CALL TO ORDER

Chairman Duggan called the regular Willamette Water Supply System (WWSS) Commission meeting to order at 12:00 p.m.

ROLL CALL

Ms. Branton administered the roll call and noted attendance.

1. GENERAL MANAGER'S REPORT

Mr. Kraska presented a safety minute covering food safety during the holidays. (*presentation on file*)

The General Manager's report included an overview of etiquette for remote meetings; the Approvals and Procurement Forecast for October through December 2020; updates on projects planning, permitting, and communications; and status updates on the design and construction of projects. The report also noted that all contractors are remaining in compliance with the Governor's Executive Order No. 20-12 regarding hygiene and social distancing.

2. PUBLIC COMMENT

There were no public comments.

3. CONSENT AGENDA

- A.** Approve the October 1, 2020 meeting minutes.

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

4. BUSINESS AGENDA

- A.** Consider adopting Resolution No. WWSS-26-20 approving the Intergovernmental Agreement between the Willamette Water Supply System Commission and the City of Beaverton for Construction of MPE_1.1 and COB_1.1 water pipelines. • *Staff Report – Joelle Bennett*

Ms. Bennett presented the staff report requesting adoption of Resolution No. WWSS-26-20.

Motion was made by Judah, seconded by Doyle, to adopt Resolution No. WWSS-26-20 approving the Intergovernmental Agreement between the Willamette Water Supply System Commission and the City of Beaverton for Construction of MPE_1.1 and COB_1.1 water pipelines. The motion passed unanimously with Doyle, Duggan, and Judah voting in favor.

- B.** Consider adopting Resolution No. WWSS-27-20, approving the Intergovernmental Agreement between the Willamette Water Supply System Commission and Tualatin Valley Water District for relocation of an 18-inch waterline during construction of the PLW_1.2 water pipeline. • *Staff Report – Joelle Bennett*

Ms. Bennett presented the staff report requesting adoption of Resolution No. WWSS-27-20.

Motion was made by Doyle, seconded by Judah, to adopt Resolution No. WWSS-27-20, approving the Intergovernmental Agreement between the Willamette Water Supply System Commission and Tualatin Valley Water District for relocation of an 18-inch waterline during construction of the PLW_1.2 water pipeline. The motion passed unanimously with Doyle, Duggan, and Judah voting in favor.

- C.** Consider adopting Resolution No. WWSS-28-20, approving Amendment Two to the Intergovernmental Agreement between Washington County and the Willamette Water Supply System Commission for the joint design of the PLM_4.2 project. • *Staff Report – Mike Britch*

Mr. Britch provided a presentation requesting adoption of Resolution No. WWSS-28-20. (*presentation on file*)

In response to Commissioner's comment, staff concurred that both WWSS and Washington County benefit from partnering together on projects.

Motion was made by Judah, seconded by Doyle, to adopt Resolution No. WWSS-28-20, approving Amendment Two to the Intergovernmental Agreement between Washington County and the Willamette Water Supply System Commission for the joint design of the PLM_4.2 project. The motion passed unanimously with Doyle, Duggan, and Judah voting in favor.

- D. Acting as the Local Contract Review Board, consider adopting Resolution No. WWSS-29-20, declaring an exemption from competitive bidding for the PLW_2.0 pipeline project and COH_1.0 ancillary pipeline project and approving the use of best value selection method for a construction contractor. • *Staff Report – Mike Britch*

Mr. Britch provided a presentation recommending adoption of Resolution No. WWSS-29-20. (*presentation on file*)

Following the staff report presentation Chair Duggan opened the public hearing under ORS 279C.335 at 12:36 pm. There were no comments or testimony in support of or opposition to this request. Chair Duggan closed the public hearing at 12:37 pm.

Acting as the Local Contract Review Board, motion was made by Doyle, seconded by Judah, to adopt Resolution No. WWSS-29-20, declaring an exemption from competitive bidding for the PLW_2.0 pipeline project and COH_1.0 ancillary pipeline project and approve the use of best value selection method for a construction contractor. The motion passed unanimously with Doyle, Duggan, and Judah voting in favor.

Commissioners expressed appreciation to staff for informing the Board in a manner facilitating efficiency in addressing these weighty business agenda items and noted that all elements of these projects will provide great benefit for our county and the region.

5. INFORMATION ITEMS

- A. Planned December Business Agenda Items • *Staff Report – Joelle Bennett*

Ms. Bennett presented information on business agenda items planned for the December 3, 2020 WWSS Commission Board meeting. Staff anticipates recommending approval of:

1. PLM_1.3 Resolution of Public Necessity
 2. PLM_5.3 Supplemental Resolution of Public Necessity
 3. PLM_4.1 WCLUT Construction IGA
 4. RES_1.0 and PLM_5.3 Project Construction Manager/General Contractor Procurement
- B. The next Board meeting is scheduled on December 3, 2020 via dial-in conference, due to continued COVID-19 guidelines.

6. COMMUNICATIONS AND NON-AGENDA ITEMS

- A. None scheduled.

In closing, Commissioners graciously expressed confidence in staff and reiterated their appreciation for all the hard work to this point. Noting Veterans' Day upcoming on November 11, Commissioners extended thanks to all on the call who have served our country.

ADJOURNMENT

There being no further business, Chairman Duggan adjourned the meeting at 12:44 p.m.

James Duggan, Chair

Denny Doyle, Vice Chair

DRAFT