

**Willamette Water Supply System Commission**  
**Board Meeting Minutes**  
**Thursday, December 2, 2021**

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**Attendance:**

**Commissioners present:**

City of Beaverton:	David Winship ( <i>alternate</i> )
City of Hillsboro:	David Judah
Tualatin Valley Water District (TVWD):	Jim Duggan

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**Committee Members present:**

City of Hillsboro:	Niki Iverson, Lee Lindsey, Eric Hielema, Jessica Dorsey
TVWD:	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	Bill Van Derveer
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:**

TVWD Asset Management Division Manager	Matt Oglesby
TVWD Water Resources Division Manager	Joel Cary
TVWD Engineering Division Manager	Nick Augustus
City of Hillsboro JWC Water Treatment Manager	Chris Wilson
City of Beaverton Assistant Finance Director	Susan Cole

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**REGULAR SESSION – 12:00 PM**

**CALL TO ORDER**

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

**ROLL CALL**

Ms. Rehms administered the roll call and noted attendance.

**EXECUTIVE SESSION ACTION**

No follow-up discussion.

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

Mr. Kraska presented a safety minute on driving in construction work zones. *(presentation on file)*

The General Manager's report included permitting and communications, design, construction, and steel market exposure updates.

## **2. PUBLIC COMMENT**

There were no public comments.

## **3. CONSENT AGENDA**

- A. Approve the November 4, 2021, meeting minutes.

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

## **4. BUSINESS AGENDA**

- A. Adopt PLM\_1.3 Resolution of Need (fifth supplemental) – *Joelle Bennett*

Ms. Bennett described the project location and reported that the project has progressed to the point where additional property requirements are known for construction as well as the long-term operation and maintenance of the pipeline. She explained the proposed resolution enables the WWSS Commission's agents, including the WWSP team, to begin negotiation with respective property interest holders, and authorizes the acquisition of the property interests by eminent domain, to the extent negotiations fail. Today's proposed resolution corrects an error in a previously approved property interest on a single property for a temporary access easement. Estimated costs are included in the baseline budget. *(presentation on file)*

Motion was made by Duggan, seconded by Winship, to adopt Resolution No. WWSS-29-21 declaring public necessity to acquire property interests over, upon, under, and through real property for pipeline section PLM\_1.3 for the Willamette Water Supply System. The motion passed unanimously with Winship, Duggan, and Judah voting in favor.

- B. Approve Emergency Procurement for WTP\_1.0 Tree Clearing Scope Directive – *Dave Kraska*

Mr. Kraska explained that the Sundt Construction Inc. (Sundt) contract for construction manager/general contractor (CM/GC) services was planned to include tree clearing as part of the Guaranteed Maximum Price (GMP) for construction. However, the Sundt GMP negotiations will not be brought to the Board for approval until February 3, 2022, and the tree clearing work needs to begin in January 2022 in order to be complete by March 2022. He said this work will be removed from the Sundt contract and negotiated separately with another general contractor, under direct appointment. The tree clearing work has been competitively bid through the GMP process. This ratification will allow the Willamette Water Supply System (WWSS) General Manager to move forward with the early procurement and finalize negotiations with the general contractor while finishing GMP negotiations with Sundt.

Motion was made by Duggan, seconded by Winship, to ratify the emergency procurement process for WTP\_1.0 tree clearing services and authorizing the Willamette Water Supply System (WWSS) General Manager to complete final contract negotiations. The motion passed unanimously with Winship, Duggan, and Judah voting in favor.

**5. INFORMATION ITEMS**

- A. Planned January 2022 Business Agenda Items – *Joelle Bennett*

Ms. Bennett presented information on business agenda items planned for the January 6, 2022, WWSS Commission Board meeting.

Staff anticipates recommending approval of:

1. PLM\_5.3 Resolution of Need (fifth supplemental)
2. RES\_1.0/PLM\_5.3 GMP for Construction Hoffman-Fowler, LLC

- B. The next Board meeting is scheduled on January 6, 2022, 12:00 PM via Microsoft Teams.

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

- A. None scheduled.

**ADJOURNMENT**

There being no further business, Chairman Judah adjourned the meeting at 12:19 p.m.

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David Judah, Chair

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James Duggan, Vice Chair