



2201 Laverne Avenue  
Klamath Falls, OR. 97603  
Phone 541.882.5744 Fax 541.882.5013

### **Board of Directors**

Position 1 – Mike Griffith  
Position 2 – Jim Bellet, Board Chairman  
Position 3 – Charles R. Dehlinger

### **District Manager/Secretary**

Michael Fritschi

---

---

## **REGULAR BOARD MEETING MINUTES September 8, 2020**

1. **Call to Order** – Director Bellet called the meeting to order at 5:00 P.M.
2. **Roll Call of Directors** - Director Griffith, Director Bellet, and Director Dehlinger was present. District Manager Michael Fritschi, Director of Administrative Services Cindy Oden, Dan Scalas with Adkins Engineering, and Courtney Shaw and Anna Hawkins from Coldwell Banker Realty were also in attendance.
3. **Meeting Minutes August 18, 2020** – The Board reviewed the meeting minutes from the August 18, 2020 Board Meeting. Director Dehlinger moved to accept the minutes, Director Griffith seconded the motion, and the motion was approved by a unanimous vote.
4. **Monthly Financial & Investment & Accounts Payable**
  - a. The Secretary advised the Board regarding two information requests from the July 2020 Monthly Financial & Investment & Accounts Payable reports. The Secretary mentioned that the 50 by 3/8” hose for \$503 was actually two separate retractable air hose reels that were purchased to keep air hoses neat and prevent tripping hazards. The second item was a welding mask respirator for \$1429. The Secretary stated that the respirator/welding mask is a specialty item that was budgeted for to allow the District maintenance tech to weld on galvanized metal and/or other toxic welding scenarios. The District did shop around to attempt to secure the best price. The welding mask/respirator did not require a fit test.
  - b. The August 2020 Monthly Financial & Investment & Accounts Payable reports were reviewed by the Board. Director Griffith moved to approve the reports, Director Dehlinger seconded the motion and the motion was approved unanimously.
5. **Public Comment** – There was no public comment received
6. **New Business**
  - a. The Secretary informed the Board that there are new OSHA COVID 19 rules that are slated to go into effect at the State level on September 15<sup>th</sup>. The Secretary mentioned that the outside barrier requirement for no mask use will be very difficult to implement for the collections crew. The Secretary mentioned that he believes that the combination of physical exertion, discomfort, and

fogging from mask/shield use has the potential to lead to dangerous distractions in the field. The Secretary stated that he also believes that these distractions could lead to accidents or injuries, especially so in the hot weather months. The Secretary has directed staff to order a special type of personal face shield that will hopefully reduce the potential distractions of fogging or discomfort. The Secretary will work closely with supervisors to determine the safety of the collection crew and will make field mask/shield requirement decisions based on the optimal safety of the collections crew. The Board took no exception to the Secretary's plan.

## **7. Old Business**

- a. The Board discussed the lack of communication from Vision with respect to the letter sent by Mr. Rudd dated July 24, 2020. The Secretary mentioned that the Board can file a cause of action, take the case to small claims court, write another letter, or do nothing. The Secretary mentioned that based on his discussion with Mr. Rudd, it was not advised to file a cause of action due to the relatively low value of what is disputed and the potential for legal costs to approach or exceed that value. The Secretary recommended filing in small claims court, the Board took no exception.
- b. The Board discussed the results from the draft Reservoir Site Suitability Analysis. Mr. Scalas provided some technical explanations regarding the draft results. Mr. Scalas will provide more commentary and opinion of probable cost review once he has had additional time to review the draft reports. The Board took no further action.
- c. The Board discussed the land purchase agreements for the Hwy 39 property currently in escrow, the N. Poe Valley property currently in escrow, and the Reeder group property currently under contract. The Board discussed the advantages/disadvantages to the purchase of each and/or both sites.
  - i. Director Bellet made a motion to complete the purchase of the Hwy 39 property by September 30<sup>th</sup>, 2020, Director Griffith seconded the motion; Director Bellet voted aye, Director Griffith voted aye, and director Dehleinger abstained from voting.
  - ii. Director Bellet made a motion to approve the remission of the second due diligence payments to the Reeder Group by September 15<sup>th</sup>, 2020, Director Griffith seconded the motion; Director Bellet voted aye, Director Griffith voted aye, and director Dehleinger abstained from voting.
  - iii. Director Bellet made a motion to complete the purchase of the N. Poe Valley property by September 30<sup>th</sup>, 2020, Director Griffith seconded the motion; Director Bellet voted aye, Director Griffith voted aye, and director Dehleinger abstained from voting.
  - iv. Director Griffith made a motion to authorize Director Bellet to sign for the District at the close of escrow for the highway 39 property and the N. Poe Valley property, Director Dehlinger seconded the motion, and the motion was approved unanimously.
- d. The Secretary updated the Board on the status of the Skyline Sewer Extension Project. The contractor has installed 67 out of 88 sewer pumps and has installed all of the main line and is working on installing and testing lower laterals. The District recently approved a change order for the amount of \$144,130 to allow the opt-in connections for 11 customers. The Secretary has received permission from the contractor to withhold 5% retention from pay requests. Director Dehlinger moved to allow the Secretary to withhold 5% retention from construction pay requests for the remainder of the project, Director Griffith seconded the motion and the motion was approved by a unanimous vote.

**8. Other Business**

- a. The Board reviewed the Treatment and Collection System Staff Reports and took no action.
- b. The Secretary requested that the Board approve moving the District Lagoon #4a Grit Removal Project forward to bid. Director Griffith moved to approve moving the Grit Removal Project to bid, Director Dehlinger seconded the motion, and the motion was approved by a unanimous vote.

**9. Adjourn** – Director Griffith moved to adjourn, Director Dehlinger seconded the motion and the motion was approved. The meeting was adjourned at 6:30 P.M. The next regular board meeting is set for October 20, 2020, at 5 P.M.

Secretary \_\_\_\_\_

Board Representative \_\_\_\_\_