



Cooperative Public Agencies of Washington County Minutes for November 17, 2016

Members Present:

Chair, Vance Walker, City of Tigard
Don Januik, Clean Water Services
Rich Sattler, City of Sherwood
Todd Klein, Tualatin Valley Water Dist
Keith Lewis, Washington County
Craig Sheldon, City of Tigard

Mel Schulz, City of Beaverton
Justin Jensen, City of Hillsboro
Lynn Johnson, City of Sherwood
Ken Schlegel, Washington County
Sam Morrison, City of Tigard
Julia Erickson, City of Hillsboro

Chair Vance Walker called the meeting to order at 9:06am. The meeting was held at the City of Sherwood's Public Works Office, located at 15527 SW Willamette St, Sherwood OR 97140

Introductions:

All members present introduced themselves.

Host Presentation:

Rich Sattler presented regarding the City of Sherwood's recent "Selection, Deployment, and Utilization of Automated Water Meters". Rick discussed the decision making process involved; cost analysis of continuing with City employees reading meters vs automated meters; and the potential to recoup funds due to water loss that is not caught via manual readings.

The RFP process included vendors installing test meters for verification of accuracy prior to final vendor selection. The City then installed the pilot of 100 meters to begin the data transfer process.

The meter installations began in September 2014. To date, they have installed 5800 meters, with 142 yet to install. The estimated cost is \$227 per residential meter installation. The process involved staff learning the programming of radios, and the importance of organized and accurate data collection. Also of importance was ensuring the correct register sizing was coordinated with the new meters, keeping inventories, and overcoming a hesitancy to trust the new units.

Throughout the process residents were kept informed of via door hangers, neighborhood postings, and the City's website updates.

Problems encountered include issues with the glue, plastic meter tails needing replaced, tree root intrusions, and plumbing concerns. They also experienced a large number of meter failures in 2015 which have since been resolved by the contractor under warranty.

The positives of the program include the following:

- Hourly meter reads are received automatically vs monthly reads collected by staff.
- Ability to readily trouble shoot issues
- Reads alert to potential leaks
- Ability to monitor the health of the system on a daily basis
- Ability to check reversal of flow issues
- Ability to capture revenue previously lost due to leaks now detected by monitoring the system reads

Lessons learned:

- Underestimated training needs involved
- Initial difficulties with network & system billing coordination
- Permit & approval process challenges to be addressed

The meters have a 20 year warranty, with the batteries needing replaced at about 10 years.

Financial Report:

Chair reported the current balance of \$18,816.26, with revenue having been received in the form of dues payment from three agencies. Julia has complete the budget estimations which will be updated on next month's Financial Report.

COMMITTEE REPORTS:

Fleet:

Craig Crawford absent – no report given

RDPO Update:

Keith reported the group recently met and discussed the following:

- Process of debris management in emergency situations; locations for disposal, and priorities
- Grant funds available for a water purification system. There are currently six such systems in the Portland Area. The group would like to acquire two more.
- Water distribution system trailer
- Grapple truck – reach out of 20', and 9' below grade – would be good for quick debris removal. The group would like to acquire one truck.
- Communication Analysis for Clark County Water Bureau.
- Contact Keith Lewis if interested in grant funds and processes
- Next meeting – January 25, 2017

Storm/Sanitary:

Clean Water Services leaf drop is scheduled for Saturday, from 8:00am to 4:00pm at Aloha High School, as well as at Home Depot.

Tigard stated their leaf drop last Saturday was well attended and they received a good amount of food donations.

Fall (Spring) Workshop:

The planning committee met last week. Planned speakers include the following:

- AM Keynote Speaker: Jeanie Nyquist
- Break Out Sessions:
 - George Carroll
 - Katie Jensen – modified DiSC Analysis
 - Dave Militech
- PM Keynote Speaker: Jill Corona

Flyers will be distributed to include requests for attendees to select their break out session choices in advance.

Old Business:

No old business to discuss

New Business:

- It's time for agencies to sign-up to host the group at their locations. Julia will email the sign-up sheet to the group for consideration. Sign-ups will be conducted at the December meeting.
- Todd Klein indicated the Dale Fishback plans to retire the end of February.
- Ken Schlegel has been hired as Washington County's new Emergency Management Coordinator.

CPAWC AT WORK:

Keith asked if any of the group currently use, or are considering use of automated vehicle location devices.

- City of Hillsboro indicated they currently use Zonar on their sweepers and leaf equipment. Additionally, Hillsboro's Parks Department utilized Zonar on the majority of their equipment.
- Clean Water Services has GPS tracking on their sweepers and cleaner trucks.
- Tualatin Valley Water District tracks vehicles via cell phone pings.
- Marion County and Washington County are considering implementing a similar program.

Ken Schlegel has receive an invitation for agencies to attend an informational presentation by the AWWA regarding Portable Water Diversion Device. Ken will email the information to Julia to forward to the group.

Discussion was held regarding changes planned for WCCCA's 800 radio system, and the need to implement a back-up communication system. If you are interested in exploring options for a back-up communication system, and methods of maintaining contact among agencies, please contact one of the following:

- Ken Schlegel – Washington County
- Neal Kennedy – Tualatin Valley Water District
- Ryan Sandhu or Doug Schuh – Clean Water Services

Ken suggested the group invite Dave McNeil to an upcoming meeting to further discuss options.

Topic of the Month: Utility Locates

- Tigard had previously conducted an analysis of the cost and benefits of using City employees vs contracting the utility locate process. They have opted to continue to have Utility Workers perform utility locating as outsourcing would increase their costs.
- Washington County performs their locates for signals. However a move to cameras instead of detection loops has reduced the frequency for locates needing to be performed.
- Hillsboro has two full-time employees dedicated to utility locate services of sani and storm lines, street lights, traffic signals and fiber lines. The Water Department has one full time employee performing their locates.
- The City of Beaverton contracted a locate service for several years, then took over the program. However, after about six months they returned to outsourcing the work. Of importance is providing current GIS maps to the locate service.
- Tualatin Valley Water District utilizes their staff for performing locates.
- City of Sherwood utilized City staff for locates. They have two primary Utility Workers that perform the locates, as well as provide training for other staff.
- Clean Water Services outsources the program, indicating that option decreased their costs.

Equipment Sharing:

- City of Tigard's asphalt zipper is being stored at Washington County
- Washington County borrowed Forest Grove's grinder.
- Tualatin Hills Parks & Rec borrowed a vactor from City of Beaverton.
- City of Beaverton has questions regarding leaf disposal options. It was recommended he contact Lake Oswego and Forest Grove regarding their disposal methods/locations.

Training:

No update this month

The meeting was adjourned at 10:45am.

Next Meeting:

December 15, 2016
Clean Water Services
2025 Merlo Ct
Beaverton, OR 97006