



**Cooperative Public Agencies of Washington County
Minutes for October 13, 2011**

Members Present: **Chair, Dale Fishback, Tualatin Valley Water District**
Michael Bakkum, City of Hillsboro
Amy Burns, City of Sherwood
Dale Fishback, Tualatin Valley Water District
Guy Graham, City of Lake Oswego
John Harris, City of Lake Oswego
Jim Hough, City of Banks
Melissa Koons, City of Tualatin
Steve Munsterman, City of Wilsonville
Rich Sattler, City of Sherwood
Mel Schultz, City of Beaverton

Chair Dale Fishback called the meeting to order at 9:00 am. The meeting took place at the City of Sherwood.

INTRODUCTIONS

Dale Fishback asked all present to go around the table and introduce themselves.

FINANCIAL REPORT

No financial report available at this time.

COMMITTEE REPORTS

Fleet

No report available.

Training

Michael Bakkum reported that the Fall Workshop is still taking registrations and is all set.

Keith Lewis announced the Washington County Winter Planning meeting, which will be held on October 25, 2011 from 9am-11am at the Walnut Street Center in Hillsboro.

Storm/Sanitary

No report available.

UASI Update

John Harris reinforced the importance of keeping equipment up-to-date in order to utilize FEMA resources. A discussion followed about how to best use a database, the ability to eventually have it online or keep the current Excel format, and how often to update.

Keith Lewis further stated that UASI is winding down funds, but that if we can get the directory online it would be easier. Also that typing is very important as common language is helpful.

OLD BUSINESS

Resource Directories

Mary Davis will distribute the directories at the Winter Planning meeting.

NEW BUSINESS

Education Resource

Jim Hough asked the group for resources for the Public Works Administration course he will be teaching at Portland State University. Several suggested APWA as an excellent resource as well as Jeannie Nyquist or Dan Boss. Keith Lewis stated that he had information that he would share with Jim directly.

Sand Bags

City of Banks is planning to obtain sandbags, coordinating pick-up with City of Cornelius. City of Lake Oswego has a supply available.

Snow Plow Training

Keith Lewis and Michael Bakkum are interested in offering a four-six hour Snow Plow training session in November at the Washington County Fairgrounds. This year they would prefer to use staff for instruction instead of a consultant, and would encourage anyone participating to bring their own equipment, although the County will have equipment available. Please contact Keith or Michael if you are interested in participating.

Mag Chloride

It was brought up that some organizations may need to order Mag Chloride, and if so, would anyone want to order together? If you are interested, feel free to put out an email to the group.

CPAWC AT WORK

Dale Fishback mentioned that Tualatin Valley Water District is sending about six vehicles to State surplus soon in case anyone would like information prior to them being sent away.

Michael Bakkum stated that the City of Hillsboro has already evaluated their equipment for winter use and it is ready and operational.

Keith Lewis indicated someone from WA County would hopefully be helping with the job interview later in October at TVWD. He further stated that with three open recruitments in his organizations he may soon be making a similar request for interview assistance. WA County also did striping for Sherwood and North Plains, in addition to the 81-82% that they have completed themselves in the County.

Jim Hough reported that the City of Banks is evaluating vegetation management at this time. Jim also asked who may have a bucket truck available the 1st week in December that could handle lighting a 40 foot tree on somewhat soft ground. Hillsboro, Sherwood and WA County all said they have bucket trucks that may work, but subject to availability. Jim also stated that they received assistance from North Plains when they sent both equipment and staff to help with hydrants. Banks also needs to borrow a trencher, both Hillsboro and Beaverton may be able to loan.

Mel Schultz reported that the City of Beaverton borrowed a flushing machine from CWS. He also stated that THPRD is continuing to use their facilities to dump materials. Mel also mentioned that Beaverton cleans the water quality facility filter vaults and WA County provides other services.

John Harris reported that the City of Lake Oswego borrowed a trailer from Tigard to exercise valves. He also mentioned that Multnomah County is scheduled to come back to finish a striping project.

Guy Graham encouraged the group to consider participating in the CE-COP program offered through Oregon State University, Portland State University, and Oregon Institute of Technology, which strengthens the education/business relationship and allows students the opportunity to see how the operator in the field deals with the equipment they will eventually design. His experience with the program has been a win/win for his organization.

Rich Sattler brought up parking lot and filter issues, asking if other organizations do their own filter cleaning or contract out. Rich said that the City of Sherwood contracts out the work, Beaverton and Hillsboro reported that they do their own filter cleaning. General discussion from the group on the topic followed, including Rich suggesting the possibility of Sherwood offering a future 3-Cart System training session with CEU's.

The meeting was adjourned at 10:02 am.

Future CPAWC Meetings:

| <u>Date</u> | <u>Hosting Agency</u> | <u>Location</u> |
|------------------|-----------------------|--------------------------------|
| November 9, 2011 | CPAWC Fall Workshop | 150 E. Main Street, Hillsboro |
| December 8, 2011 | Clean Water Services | 2025 SW Merlo Court, Beaverton |