

Drinking Water Advisory Committee
Draft Meeting Minutes
July 15, 2015
Keizer

Members Present

Sarah Chaplen, League of Women Voters of Oregon
DJ Ezell, Special Districts Association of Oregon
Celeste Hari, Privately Owned Water Systems
Teresa Huntsinger, Environmental Advocacy Groups
Beth Myers, Oregon Environmental Lab Association
Brian Rigwood, Pacific NW Section, American Water Works Association

Members Absent

Ed Butts, Oregon Association of Water Utilities
Jenifer George, Oregon Environmental Health Association
Ray Johnson, Plumbers/Backflow Testers
Annette Pampush, Conference of Local Health Officials
Jason Pulley, Large Water Systems
Brian Stahl, League of Oregon Cities

Guests

David Barnett, Infrastructure Finance Authority
Mike Collier, Oregon Association of Water Utilities
Rob Emmons, City of Lebanon
Karen Kelley, City of Albany
Dennis Knight, Infrastructure Finance Authority
Jeremy McVeety, Infrastructure Finance Authority
Melissa Murphy, Infrastructure Finance Authority
Ed Tabor, Infrastructure Finance Authority
Ron Whittlach, City of Lebanon

Staff

Brad Daniels	Dave Leland
Adam DeSemple	Dottie Reynolds
Tony Fields	Diane Weis

To Do:

- Send email to committee to vote on fee increase recommendation: Dave Leland and Beth Meyer
- Send email to committee to vote on additional funding for City of Lebanon project: Dave Leland and Beth Meyer

Welcome:

Beth Myers welcomed the group and led introductions.

April Meeting Minutes:

There was not a quorum so the minutes were not reviewed.

Status of Member Terms, Roster:

A current roster was distributed.

An update was given on the status of the member terms that expired in June.

Chair/Vice Chair Elections:

This will be carried over to October meeting because there was not a quorum.

Member Concerns:

No one had any concerns.

Program Update:

2013-15 budget actual –

Dave Leland reviewed the budget status, revenue and expenditures, through March 2015. The biennium ends June 30, 2015, and the books officially close in December 2015. This biennium, expenses will again exceed the actual revenue received during the biennium. The difference was made up expending available State Revolving Loan Fund set-aside balances available from prior years and by not filling vacancies. The federal budget has not been finalized, so Primacy and State Revolving Loan Fund allotments for FFY 16 are not yet known.

2015 Legislature/fee increases –

Department of Administrative Services and the Legislative Fiscal Office suggested that OHA begin to include all fee increases in the agency request budget. Since the OHA agency request budget was submitted long before session, DAS and LFO gave OHA the opportunity to bring a limited number of urgently needed fee increases forward in the agency budget presentation to Ways & Means. OHA

brought forward three specific program fee areas: drinking water, vital records, and lead paint. All three fee increase proposals were adopted into the OHA Legislatively Approved Budget for 2015-17. The next step is to adopt the fee increase in rule.

Fee increase rule adoption-

In its capacity as the Rules Advisory Committee, DWAC members present reviewed and discussed the fee increase documents for rulemaking: Statement of Need and Fiscal Impact, Notice of Proposed Rulemaking Hearing, draft fee increase rule, and rule adoption timeline. Members asked clarifying questions, but voiced no major issues with the documents. Dave asked the committee if they would support proceeding with fee increase rulemaking as presented. The committee members present, with the exception of Public Utility Commission speaking on behalf of the systems they represent, recommended that the agency proceed with the administrative rule process to adopt the increased fees as specified by the Legislature. Because there was not a quorum, Dave will work with Beth to poll the full committee by email.

[On July 17, Dave sent an email to the full committee with the meeting background materials asking members to respond with a vote by July 29 on the following motion: “Should DWAC recommend that OHA proceed with administrative rulemaking to adopt the drinking water fee increases authorized by the 2015 Legislature, to be effective January 1, 2016?” Nine of the twelve current members responded in the affirmative either at the meeting or by email.]

Revolving Fund Update:

City of Lebanon – The city is asking for \$10M for an SRF funding package to replace their water treatment plant, which is currently in the design phase. When a project request is for more than \$6M, there needs to be committee approval. Infrastructure Finance Authority (IFA) and representatives from the city presented their need for the funds and answered questions. IFA clarified there is enough money available from repayments. The committee members present achieved consensus to recommend approval of the proposed SRF funding package for the City. Because there was not a quorum, Dave will work with Beth to poll the full committee by email.

[On July 17, Dave sent an email to the committee asking them to respond with a vote by July 29 on the following motion: “Should DWAC approve the SRF funding package for the City of Lebanon as proposed by IFA?” Ten of the twelve current members responded in the affirmative either at the meeting or by email.]

SRF Quarterly Report –

Repayments are being made, but the money is slow going back out to fund more projects.

Funding for Green Projects is no longer a requirement in making loans.

Updated rating document – With new rating structure and language, updated instructions for the Letters of Interest will be sent to Infrastructure Finance Authority.

FFY 2015 DWSRF Appropriations and Grant Application Status – EPA has rescinded \$83,000 from the amount appropriated. The 2015 grant application was submitted in June.

Sustainable Planning Pilot Program – There is a high level of interest as shown in the number of Letters of Interest submitted. These will be rated with help from Infrastructure Finance Authority.

Emergencies – Language was added in regards to drought. Infrastructure Finance Authority will give input on how emergencies should be handled.

SFY 2015 NIMS – Creating an annual reporting database is part of the audit process.

Water & Wastewater Finance Workshops – Workshops are coming up the end of July. There may be more workshops scheduled.

Operator Certification:

CEU's review process –

The recommendation will be if an operator plans on taking an OESAC-approved class, to have the Drinking Water Services review it to see if the class is acceptable. Classes offered by ABC, and managerial classes, will be accepted. There is a list of need-to-know classes that are required for operators.

Renewals will be randomly audited for accuracy.

Tony Fields wants to put the new criteria in place by January 1, 2016, and needs the committee's approval.

Education in lieu of experience proposal –

At the request of committee members, Drinking Water Services (DWS) reviewed the suspension of the Operator-in-Training (OIT) certificate program. Oregon Department of Justice reviewed the EPA requirements for certification, and confirmed that DWS could not offer an OIT certification. DWS did receive approval to substitute certain post-high school education for the experience requirement for level one exams. Successfully completing either the Water & Environmental Technology Certificate or the Associate Degree offered by Clackamas Community College (or equivalent) would be sufficient to substitute for the one year of experience requirement for the level 1 treatment or distribution certificate exam. The committee members present approved the recommendation.

Next Meeting:

October 21, 2015 – Keizer (Budget, Federal Grant, Fee Increase Status, drought Follow up)