CITY OF KEIZER
Keizer Storm Water Task Force
Minutes

City of Keizer, Oregon

Date: Thursday, June 05, 2003
Time: 5:00 pm
Location: 930 Chemawa Rd NE, Keizer OR

Call to Order:
Chair, Jack Lowery, called the meeting to order at 5:05 pm. Roll call was taken with the following in attendance.

Attendance:
Jack Lowery, John Blake, Steve Downs, Dave Chamness, Barb Hunter, Francis Kessler, Jacque Moir, Michel Gaynor, Rob Kissler, Bill Lawyer and Bill Peterson.

Approval of Minutes:
After review of the minutes from the April 24th, 2003 meeting, Bill Peterson moved that the minutes be accepted with correction. Bill Lawyer seconded the motion. Motion passed unanimously.

Staff Liaison Report: Scope of Work from URS
Rob Kissler, Public Works Director, reviewed the report from URS giving their Scope of Work. Rob pointed out that in addition to the NPDES Phase II, URS will also be assisting in the UIC, and addressing the drywells in Keizer. This will cause a slight increase the original amount projected. The committee also addressed paragraph 4 of Introduction, asking if this could be done in an electronic version. Deadline dates were also an area concern – Rob addressed these. Discussion ensued, going through each task; addressing concerns, questions, or changes.

Task 1.0	Para 2	Meetings to include Marion Co.
	Para 6	Committee would like clarification of cost increase.
Task 2.0	Para 3	Committee agreed with recommendation from URS with consensus to pursue joining A.C.W.A.
Task 3.0	Para 3	Committee expressed the need for the cost of implementing the program and a summary of what it would take.
Task 5.0	Para 4	In re: last sentence – committee discussed GIS capability and educational outreach program; and the ability to stay on track regarding dates.

Task 6.0		The committee again asked for clarification on timelines and if the dates will be fluid as the process continues.
Task 7.0	Para 3	This scope of work needs have a clearer definition. It reads with the assumption that the City of Keizer will join ACWA. Also an idea of the cost involved.
Task 8.0	Para 1	Last sentence needs to reference that it is the 'City of Keizer'regulations, planning efforts and procedures.
Task 9.0		The Committee would like to add to the Scope of Work for URS to present final to Council. Suggestion was made to increase the request for funds to be 60k, to cover the allowance for the change. Rob will facilitate review draft, with Public Works making final decision in the event the Task Force can not come to a consensus.
Task 10.0		There was clarification made on which of the URS staffing would be involved in the process.

Francis made the motion to adopt the Scope of Work with proposed revisions and move forward for council approval with a request to council for additional funds for UIC participation. Michael Gaynor seconded the motion. There was discussion for clarification on joining ACWA and the UIC Consortium. Following the discussion, Francis withdrew his original motion from the floor and restated the motion to approve the adoption the Scope of Work reflecting the proposed revisions and move forward for council approval. John Blake seconded the motion. Motion passed unanimously.

Staff will take request for additional fund to join ACWA and the UIC Consortium to Council on June 16th, 2003. Staff will take submit proposal of Scope of Work to Council on June 16th, 2003.

Appearance of Interested Citizens:
No interested citizens appeared.

New Business:
No new business brought forward.
Old Business:
No old business discussed

Meeting Adjourned:
Mike Gaynor moved that the meeting be adjourned. Steve Downs seconded the motion.
Meeting Adjourned at 6:50pm.

Next Meeting:
June 19th, 2003 at 5:00pm
This meeting will be with URS Consultants subject to Council approval on June 16th.

Minutes Prepared by:
Cathy Meeks