

Oak Lodge Water Services District
Minutes of Special Meeting
December 6, 2016

Commissioners Present

Jim Martin, Chair
Susan Keil, Vice Chair
Nancy Gibson, Commissioner
Kevin Williams, Commissioner
Lynn Fisher, Commissioner

Staff Present

Dan Bradley, General Manager/Oak Lodge Water District
Kelly Stacey, Finance Director/Oak Lodge Water District
Jason Rice, Interim General Manager/Oak Lodge Sanitary District
Randy Leniger, Oak Lodge Sanitary District
Rich Ludlow, Oak Lodge Sanitary District
Greg Jones, Transition Manager/Oak Lodge Water Services

Visitors

Eric Hofeld, Sunrise Water Authority
Ernie Platt, Sunrise Water Authority
Eugene Whitley, Local Resident
Thelma Haggenmiller, Local Resident
Clark Balfour, Cable Huston

Special Meeting

(1) Call to Order/Pledge of Allegiance

Chair Martin called the special meeting to order at 3:00 p.m. and Board Member Gibson led the pledge of allegiance.

(2) Public Comment (For non-agenda items)

None.

(3) Approval of Oak Lodge Water Services District Minutes for the November 1, 2016 Regular Board Meeting

Board Member Gibson moved to approve the minutes as presented for the November 1, 2016 Oak Lodge Water Services District Special Meeting. Board Member Williams seconded the motion.

Ayes: Fisher, Gibson, Keil, Martin, Williams

Nays: None

The motion carried 5-0.

(4) Resolution 2016-4; Approving the Board Governance Policy

OLWS General Manager Dan Bradley stated that Thelma Haggemiller had received comments from a rate payer in regards to purchasing authorization as well as conflicts of interest among the Board. Attorney Clark Balfour commented about how elected Board officials are not in fact considered conflicted by statute.

The Board further discussed several policies including meeting notifications, voting changes, tuition reimbursement approval, etc.

Board Member Fisher moved to adopt Resolution 2016-4, approving the Board Governance Policy as amended. Board Member Keil seconded the motion.

Ayes: Fisher, Gibson, Keil, Martin, Williams

Nays: None

The motion carried 5-0.

(5) Resolution 2016-5; Accepting the Oak Lodge Water and Sanitary Districts Rules and Regulations

Board Member Gibson moved to adopt Resolution 2016-5, accepting all combined rules and regulations. Board Member Williams seconded the motion.

Ayes: Fisher, Gibson, Keil, Martin, Williams

Nays: None

The motion carried 5-0.

(6) Resolution 2016-6; Adopting the Purchasing Rules

OLWS General Manager read a statement from a ratepayer regarding how the Purchasing Rules were 'cut and paste' and 'hard to read' due to different fonts even as well as a lack of deciphering how surplus funds are spent. The Board discussed changes in the language of current purchasing rules.

Board Member Fisher moved to adopt Resolution 2016-6, adopting OLWS Purchasing Rules. Board Member Gibson seconded the motion.

Ayes: Fisher, Gibson, Keil, Martin, Williams

Nays: None

The motion carried 5-0.

(7) Resolution 2016-7; Adopting the Identity Theft Policy

Board Members agreed should have an Identity Theft Committee.

Board Member Gibson moved to adopt Resolution 2016-7, adopting the Identity Theft Policy with changes as noted. Board Member Keil seconded the motion.

Ayes: Fisher, Gibson, Keil, Martin, Williams

Nays: None

The motion carried 5-0.

(8) Resolution 2016-8; Assuming Existing Contracts and Intergovernmental Agreements of Oak Lodge Water and Sanitary Districts

Board Member Williams moved to adopt Resolution 2016-8, assuming all existing contracts and intergovernmental agreements among the districts. Board Member Keil seconded the motion.

Ayes: Fisher, Gibson, Keil, Martin, Williams

Nays: None

The motion carried 5-0.

(9) Acknowledging the Work of Greg Jones

The Board thanked Greg Jones for his work in helping the consolidation process.

(10) Updates on Expenses and Savings from the Consolidation

Finance Director Kelly Stacey gave handouts to the Board showing totals currently for both districts. She noted that she would have the savings summary soon that would include savings from the employee vacancies, etc.

(11) Establish Regular Meeting Date and Time

OLWS General Manager Dan Bradley stated that he recommends the new OLWSD meetings be held the 3rd Tuesday with a start time at 6pm. Board Member Gibson encouraged the evening meeting time to allow for staff as well as any working rate payers to attend easier and without penalty of vacation time use.

Board Member Gibson moved to establish the regular meetings for OLWSD to start on the 3rd Tuesday at 6pm. No second was made; the motion failed.

Board Member Keil moved to establish the regular meetings for OLWSD to start on 3rd Tuesday but at a 3pm start time. No second was made; the motion failed.

Discussion continued in regards specifically to the fact that Board Member Gibson cannot attend afternoon meetings due to having a day time job, as well as the worry of attendance on both sides whether it be afternoon or evening. Board Member Fisher stated he wanted to stop having meals at the public board

meetings due to expense. Board Member Williams suggested trying out the evening start time for a 6 month trial period and agreed regarding stopping providing meals.

Board Member Keil withdrew her original motion.

Board Member Gibson moved to establish the regular meetings for OLWSD to start on the 3rd Tuesday at 6pm. Board Member Williams seconded the motion.

Ayes: Fisher, Gibson, Keil, Martin, Williams

Nays: None

The motion carried 5-0.

(12) Business from the Manager

OLWS General Manager Dan Bradley had OLWD Finance Director Kelly Stacey report on her discussion with Ken Martin and having the consolidation recorded with Metro.

Bradley stated that the Elections Division Investigation was continuing with both former Board Member Myron Martwick and Bob Johnson having been contacted regarding their sources of information in their letters to the Clackamas Review. Thelma Haggemiller stated she too had been contacted.

(13) Business from the Board

Board Member Gibson presented the most recent newsletter that was sent out to ratepayers and that one should be sent out monthly as a continuous update to the public (in reference to Thelma Haggemiller's public comment).

OLWS General Manager Bradley stated he met with the AFSCME union team and expressed negotiations would begin in January. He stated Chris Duckworth of Bullard Law would be the legal representative. He further updated the Board that the separate district employees would remain with their current benefits package while working towards a future contract and OLWD employees would be paying union dues effective January 1, 2017 regardless.

(14) Executive Session, the Board will convene into executive session in accordance with ORS 192.660(2)(f) to consider information or records that are exempt from public disclosure and ORS 192.660(2)(h) to consult with the attorney legal rights and duties in regard to current litigation or litigation that is more likely than not to be filed.

(Entered into Executive Session at 5:10pm, Exited at 5:40pm)

(15) Action from Executive Session

None.

(16) Public Comment

Thelma Haggenmiller expressed concerns about a lack of outreach to the community once the ballot passed for the consolidation.

(17) Adjourn

Chair Martin adjourned the meeting of November 1, 2016 at 6:00 p.m.

Respectfully submitted,

Dan Bradley, General Manager

Jim Martin, Secretary