OAK LODGE WATER SERVICES
BOARD OF DIRECTORS
PUBLIC MEETING MINUTES
NOVEMBER 10, 2026 AT 4:00 PM

---

1. Call to Order

Chair Williams called the meeting to order at 4:00 PM.

2. Call for Public Comment

Palmer Kellum provided public comment regarding concerns related to his property and stormwater management in the surrounding neighborhood.

The board provided comments and noted an ongoing need to investigate possible mitigation options.

Draft

3. Consent Agenda

   a. September 2026 Financial Report

   b. Approval of October 13, 2026 Board Meeting Minutes

Director Van Loo moved to approve the Consent Agenda. Director Bullock seconded. District Recorder Michele Diaz conducted a roll call vote. Voting Aye: Directors Susan Keil, Kevin Williams, Paul Gornick, Ginny Van Loo, Heidi Bullock. Voting Nay: None. Abstentions: None.

MOTION PASSED

4. Items for Presentation

   a. Presentation of Draft Water Master Plan Update

Patrick Finn from Water Systems Consulting (WSC) presented the Water Master Plan draft, including relevant statistics, findings and recommendations.

The board provided comments and asked clarifying questions regarding:

- Middle housing regulations
- Projection data and future trends
- Relationship between non-revenue water and water pressure

Public Works Director Janicke noted the document will return next month for tentative approval, assuming no directive comments from OHA.

b. Presentation of Quarterly Capital Projects Report

Public Works Director Janicke provided highlights from the written report, including:

- Colina Vista Waterline and Willamette View Meter Replacement project updates
- WWTP Tertiary Treatment progress, including excavation completion
- Influent Lift Station upgrades

The board provided comments and asked clarifying questions regarding project timelines.

Draft

5. Items for Consideration

a. Consideration of Updated Design and Construction Standards

Public Works Director Janicke introduced the updates, highlighting changes related to laterals/service lines in the ROW, as well as other non-substantive edits.

Director Gornick moved to approve Resolution No. 2026-0051 adopting the amended Design and Construction Standards for Oak Lodge Water Services, effective December 10, 2026, unless substantial public comments are received that warrant further consideration by the Board. Director Keil seconded. District Recorder Michele Diaz conducted a roll call vote. Voting Aye: Directors Susan Keil, Kevin Williams, Paul Gornick, Ginny Van Loo, Heidi Bullock. Voting Nay: None. Abstentions: None.

MOTION PASSED

6. Business from the Board

Chair Williams provided a verbal report about the Jennings Lodge CPO meeting.

7. Department Reports

a. Administration

b. Finance

c. Public Works

d. Plant Operations

The Management Team provided highlights from their written reports, including:

- General Manager Albert's visit to Washington, D.C. to engage elected officials
- Improvements in software for Finance/HR reporting
- Water main breakage and related staff efforts on SE Risley Ave
- Discharge Monitor Reporting and associated testing

The board provided comments and asked clarifying questions regarding changes in A/R and the transition to new software.

Director Van Loo praised the content of the most recent OLWS newsletter.

8. Recess to Executive Session
   Convene Executive Session under ORS 192.660(2)(f) to consider information or records that are exempt by law from public inspection and ORS 192.660(2)(i) to review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

Chair Williams recessed to executive session at 5:48 PM under ORS 192.660(2)(f) to consider information or records that are exempt by law from public inspection, and ORS 192.660(2)(i), to review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee, or staff member who does not request an open hearing.

9. Adjourn Executive Session
   If necessary, Board may take action on items discussed in Executive Session.

Chair Williams adjourned the executive session at 6:40 PM

No decisions were made as a result of the executive session.

10. Other Items

There were none.

Draft

11. Adjourn Meeting

Chair Williams adjourned the meeting at 6:40 PM

Draft