

Oak Lodge Water Services District
Minutes of Regular Meeting
January 26, 2017

Directors Present

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

Staff Present

Dan Bradley, General Manager
Jason Rice, Deputy General Manager
Kelly Stacey, Finance Director

Visitors

Terry Gibson, Local Resident
Randy Leniger, Oak Lodge Water Services
Eric Hofe Id, Sunrise Water Authority
Bev Carlson, Local Resident
Thelma Haggemiller, Local Resident
Eugene Whitely, Local Resident
Clark Balfour, Cable Huston
Kieu-Oanh Nguyen, Western Financial Group
Andrew Collins-Anderson, North Clackamas Urban Watersheds Council

Regular Meeting

(1) Call to Order/Pledge of Allegiance

Chair Martin called the regular meeting to order at 6:02 p.m. and led the pledge of allegiance.

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

Bev Carlson, local resident and customer, spoke about her issue with the water surveying months and increased cost to her 2017 billings. She requested there only be two water survey months. Deputy General Manager Rice stated that he worked with the Sanitary Billing Specialist and made an adjustment to Carlson's billing. The Board suggested that Carlson bring in her billings and speak with Staff to have a better explanation of the changes implemented. Carlson further requested that the information confused her should be posted on the website for all customers to find.

(3) Approval of January 3, 2017 and January 9, 2017 OLWS Special Board Meeting Minutes

Director Gibson moved to approve the minutes as corrected to have 'Commissioners' changed to 'Directors' for both January 3rd and January 9th meetings. Director Keil seconded the motion.

Ayes: Fisher, Gibson, Keil, Martin, Williams

Nays: None

The motion carried 5-0.

(4) GO Bond Reissuance (Kieu-Oanh Nguyen, Western Financial Group)

Finance Director Kelly Stacey invited Kieu-Oanh Nguyen to speak with the Board regarding the pros/cons of refinancing at this time.

(5) Appointment of Budget Officer for FY 17/18 Budget

General Manager Dan Bradley recommended Finance Director Kelly Stacey.

Director Gibson moved to appoint the Finance Director as the FY 17/18 Budget Officer. Director Keil seconded the motion.

Ayes: Fisher, Gibson, Keil, Martin, Williams

Nays: None

The motion carried 5-0.

(6) Final Review of Liaison Assignments

General Manager Dan Bradley asked the Board to confirm everyone was in place with where they wanted to be assigned. The Board found no changes needed.

(7) Resolution 2017-4; Amending the Board Governance Rules

Chair Martin suggested that the Board be required to authorize any training that Board Members attend whether travel is included or not.

Director Williams moved to adopt Resolution 2017-4 amending the Board Governance Rules using the new form handed out. Director Keil seconded the motion.

Ayes: Fisher, Gibson, Keil, Martin, Williams

Nays: None

The motion carried 5-0.

(8) Resolution 2017-5; Adopting IGA with Clackamas County Service District #1

Director Keil moved to adopt Resolution 2017-5. Director Williams seconded the motion.

Ayes: Fisher, Gibson, Keil, Martin, Williams

Nays: None

The motion carried 5-0.

(9) Update on Expenses and Savings from the Consolidation

The Board discussed savings from retired employment positions.

Director Gibson moved to approve the check runs and financials as presented. Director Keil seconded the motion.

Ayes: Fisher, Gibson, Keil, Martin, Williams

Nays: None

The motion carried 5-0.

(10) Business from the Manager

General Manager Dan Bradley mentioned the recent inclement weather as well as implementing new policies. He stated Deputy General Manager Rice had drafted an Inclement Weather policy that Bradley would be reviewing and presenting to the Board.

Bradley also discussed the Franchise Fee Proposal regarding City of Gladstone.

He added there was a final meeting with architect scheduled and discussed the proposed changes for construction.

Bradley presented a response from HR Answers to the Board and noted that he felt things were behind schedule.

(11) Operation and Engineering Reports

General Manager Dan Bradley spoke with Rich Ludlow regarding a blower that went out and one would be rented until a replacement would be in. He suggested that there be more budgeting for redundancy at the plant.

Deputy General Manager Jason Rice stated their biggest priority was Boardman/wetland complex. He also stated a recent EWCC meeting went well discussing important priorities for budgeting.

(12) Business from the Board

Director Williams discussed a local proposed dog kennel coming in on Arista. Director Gibson noted that her understanding was the general concern was noise from the kennel.

(13) Public Comment

None additional.

(14) Executive Session, the Board will convene into executive session in accordance with ORS 192.660(2)(a) to consider the employment of a staff member and; 192.660(2)(f) to consider information that is exempt from disclosure by law.

The Board recessed at 7:50pm and entered executive session at 7:59pm.

(15) Action from Executive Session

There was no action taken from the executive session.

(16) Adjourn

Director Martin adjourned the meeting of January 26, 2017 at 9:01 p.m.

Respectfully submitted,

Dan Bradley, General Manager

Lynn Fisher, Secretary