NORTH CLACKAMAS COUNTY WATER COMMISSION

BOARD OF DIRECTORS
MEETING MINUTES – 5:30 P.M.
JANUARY 29, 2026

BOARD MEMBERS PRESENT:

Kevin Williams	Oak Lodge Water Services
Chris Hawes	Sunrise Water Authority
Michael Milch	City of Gladstone

BOARD MEMBERS ATTENDING VIRTUALLY:

Paul Gornick	Oak Lodge Water Services
Kevin Bailey	Sunrise Water Authority

STAFF PRESENT:

Wade Hathhorn	Sunrise Water Authority
Jamey Pietzold	Sunrise Water Authority
Jennifer Sampson	Sunrise Water Authority
Angie Wilson	Oak Lodge Water Services
Brad Albert	Oak Lodge Water Services

GUESTS ATTENDING VIRTUALLY:

Lester Garrison	Clackamas River Water

---

1. Call to Order

Chair Milch called the Board of Directors meeting to order at 5:31 p.m. Introductions were made around the room.

2. Approve Agenda

Chair Milch called for a motion. Director Gornick moved to approve the agenda as presented. Director Bailey seconded. Voting Aye: Directors Bailey, Gornick, Hawes, Milch, and Williams.

MOTION CARRIED

3. Public Comment

There was no public comment.

4. Approval of Minutes

4.1 Approval of Minutes of the September 25, 2025 Regular Meetings

Chair Milch called for a motion. Director Gornick moved to approve the September 25, 2025 regular meeting minutes. Director Hawes seconded. Voting Aye: Directors Bailey, Gornick, Hawes, Milch, and Williams.

MOTION CARRIED

5. Adoption of Consent Calendar

5.1 Authorization of Checks for September, October, November, and December 2025

Chair Milch called for a motion. Director Williams moved to adopt the Consent Calendar. Director Hawes seconded. Voting Aye: Directors Bailey, Hawes, Gornick, Milch, and Williams.

MOTION CARRIED

6. Board Discussion

6.1 Appoint Budget Officer (FY2026-27)

General Manager Hathhorn reported it was time to appoint a budget officer for FY2026-27. The first budget committee meeting will be in March. Former Finance Director Pietzold has transferred the duties and authorities of that position to Angie Wilson. As such, General Manager Hathhorn proposed Wilson be appointed as the Budget Officer for FY2026-27. Director Gornick moved to appoint Finance Director Angie Wilson as the FY2026-27 Budget Officer. Director Hawes seconded. Voting Aye: Directors Bailey, Hawes, Gornick, Milch, and Williams.

MOTION CARRIED

6.2 Adopt Budget Calendar (FY2026-27)

Former Finance Director Pietzold reviewed the proposed budget calendar and there was brief discussion on potential budget committee members. Director Hawes moved to adopt the FY2026-27 budget calendar as presented. Director Williams seconded. Voting Aye: Directors Bailey, Hawes, Gornick, Milch, and Williams.

MOTION CARRIED

6.3 Approve True-Up from FY2024-25

General Manager Hathhorn overviewed the annual True-Up for FY2024-25 that the Board can consider now that the audit has been completed. The result of the True-Up was a surplus of $56,339, and the Board can elect to reject Resolution 2026-1 and issue a reimbursement to member agencies, or approve Resolution 2026-1, waiving the true-up surplus and retaining those funds in the General Fund for future years' use. Discussion ensued. Director Gornick moved to adopt Resolution 2026-1 waiving the true-up from FY024-25. Director Bailey seconded. Voting Aye: Directors Bailey, Hawes, Gornick, Milch, and Williams.

MOTION CARRIED

6.4 Receipt of the FY2024-25 Audited Financial Statements and Auditor's Letter

Former Finance Director Pietzold presented the FY2024-25 audited financial statements and auditor's letter. The auditors issued an unmodified opinion, meaning it was a clean audit. Chair Milch acknowledged the Board's receipt of the FY2024-25 audited financial statements and auditor's letter.

6.5 Reissuance of Intergovernmental Agreements for Services

General Manager Hathhorn requested the Board reapprove the IGA for Management and Engineering Services with Sunrise Water Authority and the IGA for Financial Services with Oak Lodge Water Services. There were no changes to the IGAs that were originally approved on June 27, 2017, as recorded in the meeting minutes, but staff have been unable to locate the original signed IGAs. As such, General Manager Hathhorn requested these duplicate IGAs be approved and signed by the Board. Director Williams moved to approve the re-issued IGAs as presented. Director Hawes seconded. Voting Aye: Directors Bailey, Hawes, Gornick, Milch, and Williams.

MOTION CARRIED

7. Monthly Items

7.1 Financial Reports

Former Finance Director Pietzold overviewed the written report.

7.2 Operations Report

General Manager Hathhorn overviewed the written report. He highlighted the recent flooding event on the Clackamas River and reported the largest risk to the water treatment plant during flooding is the water intake can be blocked/damaged from floating debris.

General Manager Hathhorn reported the Water Treatment Plant needs various improvements, including updating the chemical systems and membranes. Discussion ensued on plant improvements and concerns surrounding the potential for drought.

7.3 Manager's Report

General Manager Hathhorn overviewed the written report.

7.4 Business from the Board

8. Convene Local Contract Review Board

8.1 Authorize the General Manager to issue "Notice of Intent to Award" a Construction Contract for the CM/GC WTP Plant Improvements

Chair Milch convened the LCRB meeting at 6:25 p.m. General Manager Hathhorn reported that he received proposals from three firms. Staff recommend issuing the notice of intent to award to Slayden Constructors for water treatment plant improvements not to exceed $2,500,000.

Director Williams moved to issue the notice of intent to award to Slayden Constructors for the CM/GC water treatment plant improvements project, in the amount not to exceed $2,500,000. Director Hawes seconded. Voting Aye: Directors Bailey, Hawes, Gornick, Milch, and Williams.

MOTION CARRIED

Chair Milch closed the LCRB meeting at 6:31 p.m. and resumed the regular meeting.

9. Adjourn Regular Meeting

Chair Milch adjourned the meeting at 6:32 p.m.