



**OAK LODGE WATER SERVICES
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
JANUARY 16, 2024**

Board of Directors

Susan Keil	Chair
Kevin Williams	Vice Chair
Paul Gornick	Treasurer
Ginny Van Loo	Director
Heidi Bullock	Director

Oak Lodge Water Services Staff

Brad Albert	Interim General Manager
Gail Stevens	Finance Director
David Hawkins	Plant Superintendent
Laural Casey	District Recorder

Consultants & Organizational Representatives

Laura Westmeyer	Cable Huston
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1. Call to Order

Chair Keil called the meeting to order at 6:14 p.m.

2. Call for Public Comment

There were no verbal comments.

The Board acknowledged the receipt of two written public comments and asked staff for clarification before deliberating the leak adjustment procedures outlined in the OLWS Rules and Regulations. There was consensus to reiterate OLWS policy and offer the customer an application for a time payment agreement. The Board delegated the customer response to the Interim General Manager.

3. Consent Agenda

Items on the Consent Agenda included:

- The November 2023 Financial Report,
- December 12, 2023 Board Meeting Minutes, and
- December 19, 2023 Board Meeting Minutes.

Director Van Loo moved to approve the Consent Agenda. Treasurer Gornick seconded.

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The Board asked clarifying questions regarding the Financial Report.

District Recorder Casey conducted a roll call vote. Voting Aye: Directors Keil, Williams, Gornick, Van Loo, and Bullock.

MOTION CARRIED

4. Consideration of FY 2025 Budget Officer Appointment

Treasurer Gornick moved to appoint Finance Director Stevens as the Budget Officer for the fiscal year 2024-2025 budget. Director Bullock seconded. District Recorder Casey conducted a roll call vote. Voting Aye: Directors Keil, Williams, Gornick, Van Loo, and Bullock.

MOTION CARRIED

5. Consideration of FY 2025 Budget Calendar

Director Bullock moved to approve the proposed budget calendar for the fiscal year 2024-2025 budget. Vice Chair Williams seconded.

Chair Keil suggested an earlier start time for the Budget Committee meetings if the citizen representatives were available.

District Recorder Casey conducted a roll call vote. Voting Aye: Directors Keil, Williams, Gornick, Van Loo, and Bullock.

MOTION CARRIED

6. Consideration of Budget Committee Appointments

Vice Chair Williams moved to appoint Ron Nichelini to the Budget Committee Position 5 with a term expiring June 30, 2026. Director Van Loo seconded. District Recorder Casey conducted a roll call vote. Voting Aye: Directors Keil, Williams, Gornick, Van Loo, and Bullock.

MOTION CARRIED

7. Consideration of 2024 Board Liaison Assignments

The Board deliberated liaison positions and assignments and made clerical edits to the roster. 2024 Liaison Assignments will be published with the February meeting packet.

8. Consideration of 2024 Board Subcommittee Assignments

The Board deliberated subcommittee assignments and how the subcommittees report back to the Board.

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9. Business from the Board

Director Van Loo provided a verbal report on lobbyist activities.

Vice Chair Williams provided a verbal report on monthly liaison activities.

The Board inquired about the HR and Payroll Manager recruitment.

10. Department Reports

Interim General Manager Albert requested a February agenda item for Board consensus on financial borrowing options and answered questions made during the December special meeting.

The Management Team provided highlights from their written reports.

The Board asked clarifying questions regarding Lead and Copper sampling, waterline flushing, time spent on beaver dam maintenance, tertiary design update timeline, and permit activity.

11. Adjourn Meeting

Chair Keil adjourned the meeting at 7:33 p.m.

Respectfully submitted,

DocuSigned by:
Susan Keil
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Susan Keil
Chair, Board of Directors

Date: 2/26/2024

DocuSigned by:
Kevin Williams
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Kevin Williams
Vice Chair, Board of Directors

Date: 2/21/2024