

Oak Lodge Water District
Minutes of Regular Meeting
December 20, 2016

Commissioners Present

Nancy Gibson, Chair
Dick Jones, Treasurer
Jim Martin, Secretary
Dave Gray, Commissioner
Leonard Waldemar, Commissioner

Staff Present

Dan Bradley, General Manager
Kelly Stacey, Finance Director

Visitors

Lynn Fisher, Oak Lodge Sanitary District
Susan Keil, Oak Lodge Sanitary District
Terry Gibson, Oak Lodge Sanitary District
Ernie Platt, Sunrise Water Authority
Eric Hofeld, Sunrise Water Authority
Jane Civiletti, Local Resident

Regular Meeting

(1) Call to Order/Pledge of Allegiance

Chair Gibson called the regular meeting to order at 6:00 p.m. and Board Member Jones led the pledge of allegiance.

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

None.

(3) Approval of Oak Lodge Water District Minutes for the November 15, 2016 Regular Board Meeting

Board Member Martin moved to approve the minutes as presented for the November 15, 2016 Oak Lodge Water Board Regular Meeting. Board Member Jones seconded the motion.

Ayes: Gibson, Gray, Jones, Martin, Waldemar

Nays: None

The motion carried 5-0.

(4) Open Public Hearing/Close Public Hearing

No public comment regarding the rate increase for 2017.

(5) Resolution 2016-10; Proposed Rate Increase for 2017

Board Member Jones moved to adopt Resolution 2016-10 increasing the service charge by 4% effective January 2017. Board Member Martin seconded the motion.

Ayes: Gibson, Gray, Jones, Martin, Waldemar

Nays: None

The motion carried 5-0.

(6) Resolution 2016-11; SDC Adjustment for 2017

General Manager Dan Bradley noted that last year there was no increase, and this year would be a 2% increase.

Board Member Jones moved to adopt Resolution 2016-11 increasing the SDC charge by 2% effective January 2017. Board Member Gray seconded the motion.

Ayes: Gibson, Gray, Jones, Martin, Waldemar

Nays: None

The motion carried 5-0.

(7) Resolution 2016-5; Dissolving the Oak Lodge Water District

General Manager Dan Bradley discussed the process of continuing into consolidation. He noted that they are currently waiting on the Federal IRS Employee Identification number which is anticipated to come in soon. Finance Director Kelly Stacey stated that the number was a necessity for processing payroll.

Board Member Jones moved to adopt Resolution 2016-5 dissolving the Oak Lodge Water District effective December 31, 2016 at 11:59pm.

Board Member Waldemar stated that he'd like to have the IGA modified in order to accept the dissolving of the District. He suggested delaying the process to avoid 'losing our water source'. General Manager Dan Bradley stated that City of Gladstone might make an issue in the situation. Board Member Waldemar stated that all should be finalized within a couple months. Discussion ensued among the Board about the next steps needed to have a successful transition in dissolving the OLWD and beginning as Oak Lodge Water Services District. General Manager Bradley stated he would be following up with the attorneys the next day to get clarification. It was decided the topic and dissolving of the District would be tabled until clarification of the situation was obtained and/or at a future special meeting.

(8) Resolution 2016-9; Authorizing Clackamas Federal Credit Union Signing Authority

Finance Director Kelly Stacey stated that an account was opened with Clackamas Federal Credit Union prior to General Manager Dan Bradley's employment at OLWD for the purpose of holding 125 medical reimbursement funds. In order to obtain access to the funds, Clackamas Federal Credit Union requires a resolution approved by the Board for signing authority.

Board Member Martin moved to adopt Resolution 2016-9 authorizing both General Manager Dan Bradley and Finance Director Kelly Stacey signing authority to the funds held at Clackamas Federal Credit Union. Board Member Waldemar seconded the motion.

Ayes: Gibson, Gray, Jones, Martin, Waldemar

Nays: None

The motion carried 5-0.

(9) Authorizing General Manager to Enter into a Contract with JW Fowler Company for Improvements at Valley View Reservoir

General Manager Dan Bradley stated they bid the reservoir improvements and explained that JW Fowler was the lowest bidder but still over budget. He explained the cost breakdown that caused it to go over budget and recommended the Board award the contract.

Board Member Martin moved to allow the General Manager to enter into a contract with JW Fowler at a cost not to exceed of 1.2 million. Board Member Waldemar seconded the motion.

Ayes: Gibson, Gray, Jones, Martin, Waldemar

Nays: None

The motion carried 5-0.

(10) Consolidation Update

General Manager Dan Bradley stated that OLWSD adopted new board rules, purchasing rules, an identity theft program and accepted all contracts, IGA's, etc. They also established a regular meeting schedule and a letter to the union was sent out to begin contract negotiations. He stated January 17th would be the first regular meeting held at 6pm.

(10a) Audit

Finance Director Kelly Stacey stated that this was an added agenda item to discuss that Pauly Rogers had audited OLWD.

Board Member Jones moved to accept FY15/16 audit and approve the report to forwarded to the Oregon Secretary of State. Board Member Waldemar seconded the motion.

Ayes: Gibson, Gray, Jones, Martin, Waldemar

Nays: None

The motion carried 5-0.

(11) NCCWC Agenda

The next meeting is held in January.

(12) Action Item List Review

General Manager Dan Bradley stated that all the parties involved in the Water Right Permit Extension committed their final briefs. He expects a ruling will be made within 4 weeks.

Bradley also stated that the Fire Flow project was on hold.

(13) Correspondence

None.

(14) Business from the Manager

None.

(15) Approval of Check Run for November, 2016 and Review of Financials for November, 2016

Finance Director Kelly Stacey stated that she transferred another \$150,000 to the LGIP.

Board Member Jones moved to approve check numbers 38600-38664 and all electronic bank drafts totaling \$559,426.05 for the month of November 2016 with no voided checks. Board Member Gray seconded the motion.

Ayes: Gibson, Gray, Jones, Martin, Waldemar

Nays: None

The motion carried 5-0.

(16) Business from the Board

Board Member Gray discussed his attendance at the Oak Grove Community Council, specifically the topic of whether the new crime rate data is tied into the new light rail.

Chair Gibson acknowledged and thanked both OLWD Board Members Leonard Waldemar and Dick Jones.

(17) Adjourn

Chair Gibson adjourned the meeting of December 20, 2016 at 7:15 p.m.

Respectfully submitted,

Dan Bradley, General Manager

Jim Martin, Secretary