BOARD OF DIRECTORS
MEETING MINUTES – 6:30 P.M.
JUNE 26, 2025

BOARD MEMBERS PRESENT:

Paul Gornick	Oak Lodge Water Services
Kevin Williams	Oak Lodge Water Services
Chris Hawes	Sunrise Water Authority
Kevin Bailey	Sunrise Water Authority

STAFF PRESENT:

Wade Hathhorn	Sunrise Water Authority
Jamey Pietzold	Sunrise Water Authority
Laural Casey	Oak Lodge Water Services

ATTENDEES:

Lester Garrison	Clackamas River Water
Brad Albert	Oak Lodge Water Services

Public Hearing: FY2025-26 Budget

Chair Hawes convened the public hearing at 5:31 p.m.

There were no comments.

Chair Hawes closed the public hearing at 5:32 p.m.

1. Call to Order

Chair Hawes called the Board of Directors meeting to order at 5:33 p.m.

2. Approve Agenda

General Manager Hathhorn requested the addition of item 6.4 to authorize a fiscal year 2024-2025 adopted budget appropriation transfer.

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

MOTION CARRIED

3. Public Comment

There was no public comment.

4. Approval of Minutes

4.1 Approval of Minutes of the March 27, 2025 Budget Committee and Regular Meetings

Chair Hawes called for a motion. Director Gornick moved to approve the March 27, 2025 budget committee and regular meeting minutes. Director Bailey seconded. Voting Aye: Directors Bailey, Hawes, Gornick, and Williams.

MOTION CARRIED

5. Adoption of Consent Calendar

5.1 Authorization of Checks for March, April, and May 2025

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

MOTION CARRIED

6. Board Discussion

6.1 Adopt FY2025-26 Budget and Authorize Appropriations

Finance Director Pietzold overviewed the resolution and stated appropriations.

Chair Hawes called for a motion. Director Williams moved to approve Resolution 2025-3 adopting the approved FY2025-26 Budget in the amount of $13,211,443 and so authorize the stated appropriations for fiscal year beginning July 1, 2025, as presented. Director Bailey seconded. Recorder Casey conducted a roll call vote. Voting Aye: Directors Bailey, Hawes, Gornick, and Williams.

MOTION CARRIED

6.2 Establish FY2025-26 Wholesale Water Rate

Finance Director Pietzold overviewed the resolution and proposed wholesale water rate.

Chair Hawes called for a motion. Director Gornick moved to adopt Resolution 2025-4 setting the wholesale rate for FY 2025-26. Director Bailey seconded. Recorder Casey conducted a roll call vote. Voting Aye: Directors Bailey, Hawes, Gornick, and Williams.

MOTION CARRIED

6.3 Initiate FY2024-25 Audit

Finance Director Pietzold overviewed the request to engage Baker Tilly as the independent financial auditors for fiscal year 2024-2025.

The Chair acknowledged receipt of the audit engagement letter.

6.4 Authorize FY2024-25 Adopted Budget Appropriation Transfer

Finance Director Pietzold overviewed the proposed interfund transfer for fiscal year 2024-2025.

Chair Hawes called for a motion. Director Gornick moved to adopt Resolution 2024-7 approving a General Fund budget appropriation transfer of $320,000.00 from Contingency to Material & Services. Director Williams seconded. Recorder Casey conducted a roll call vote. Voting Aye: Directors Bailey, Hawes, Gornick, and Williams.

MOTION CARRIED

7. Monthly Items

7.1 Financial Reports

Finance Director Pietzold overviewed the written report.

7.2 Operations Report

General Manager Hathhorn overviewed the written report, highlighting the sampling violation in the City of Gladstone.

7.3 Manager's Report

General Manager Hathhorn overviewed the written report, highlighting conservation messaging and intergovernmental agreements with the provider agencies for staff time.

There were board questions regarding the transition of Financial Director responsibilities to Oak Lodge Water Services.

7.4 Business from the Board

There was no business.

8. Convene Local Contract Review Board

8.1 Adopt Resolution 2025-5 Authorizing a Contract for Engineering Services to Deliver Various Water Treatment Plant Improvements

Chair Hawes convened the LCRB meeting at 6:11 p.m.

General Manager Hathhorn overviewed the resolution and engineering contract.

There was board discussion regarding cost.

Chair Hawes called for a motion. Director Williams moved to adopt Resolution 2025-5 authorizing a contract for engineering services under cooperative procurement with Carollo Engineers for an amount of not to exceed $500,000 for the purpose of design and construction management in the delivery of various water treatment plant improvements. Director Gornick seconded. Recorder Casey conducted a roll call vote. Voting Aye: Directors Bailey, Hawes, Gornick, and Williams.

MOTION CARRIED

8.2 Adopt Resolution 2025-6 Authorizing the Use of a CM/GC Contract for the Construction of Various Water Treatment Plant Improvements

General Manager Hathhorn overviewed the requirements of a CM/GC contract outlined in Attachment A.

Chair Hawes called for a motion. Director Bailey moved to adopt Resolution 2025-6 (with Attachment A) authorizing the use of a CM/GC contracting process for contractor selection and construction of various water treatment plant improvements for an amount not to exceed $2,500,000. Director Gornick seconded. Recorder Casey conducted a roll call vote. Voting Aye: Directors Bailey, Hawes, Gornick, and Williams.

MOTION CARRIED

Chair Hawes closed the LCRB meeting at 6:24 p.m.

9. Adjourn Regular Meeting

Chair Hawes adjourned the meeting at 6:24 p.m.