



**BUDGET COMMITTEE
[REMOTE] MEETING MINUTES – 6:00 P.M.
APRIL 12, 2022**

Budget Committee – Members Present via Zoom:

Susan Keil	Board of Directors
Ginny Van Loo	Board of Directors
Paul Gornick	Board of Directors
Kevin Williams	Board of Directors
Mark Elliott	Citizen Representative
Amanda Gresen	Citizen Representative
Robert Weber	Citizen Representative
Jim Martin	Citizen Representative

Oak Lodge Water Services Staff – Present via Zoom:

Sarah Jo Chaplen	General Manager
Gail Stevens	Finance Director
Aleah Binkowski-Burk	Human Resources/Payroll Manager
David Hawkins	Plant Superintendent
Jeff Page	Utility Operations Director
Brad Lyon	Water Field Operations Supervisor
Laural Casey	District Recorder
Alexa Morris	Outreach & Communications Specialist
Haakon Ogbeide	Water Systems Engineer
Antonio Canisales	Senior Accountant Lead

Consultants & Organizational Representatives Present via Zoom:

Jason Rice	Water Systems Consulting
Aubrie Koenig	Barney & Worth

1. Call to Order and Meeting Facilitation Protocols

Director Keil called the meeting to order at 6:01 p.m.

General Manager Chaplen welcomed everyone and asked District Recorder Casey to facilitate a roll call. District Recorder Casey facilitated the roll call of Budget Committee members, staff, and consultants.

General Manager Chaplen introduced Budget Committee candidate, Mark Elliott, and Board of Directors candidate, Heidi Bullock.

General Manager Chaplen overviewed the general protocols of a virtual meeting due to the COVID-19 pandemic.

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2. Appointment of Budget Committee (Board Action Only)

Director Gornick moved to appoint Mark Elliott to Position 1, Robert Weber to Position 3, and Ron Weigel to Position 4. Directors Williams and Van Loo seconded. Director Keil asked District Recorder Casey to conduct a roll call vote. Voting Aye: Directors Keil, Van Loo, Gornick, and Williams.

MOTION CARRIED

3. Election of Budget Committee Officers

Director Keil invited a motion. Director Williams moved to elect Amanda Gresen as Budget Committee Chair. Director Van Loo seconded. Director Williams moved to elect Robert Weber as Secretary/Vice Chair. Director Gornick seconded. District Recorder Casey conducted a roll call vote. Voting Aye: Directors Keil, Van Loo, Gornick, and Williams; Citizen Representatives Elliott, Gresen, Weber, and Martin.

MOTION CARRIED

4. Consent Agenda

Chair Gresen invited a motion. Director Van Loo moved to approve the Consent Agenda. Director Gornick seconded. District Recorder Casey conducted a roll call vote. Voting Aye: Directors Keil, Van Loo, Gornick, and Williams; Citizen Representatives Elliott, Gresen, Weber, and Martin.

MOTION CARRIED

5. Presentation of the Budget Message

General Manager Chaplen thanked the Budget Committee for their service. Finance Director Stevens overviewed the Budget Message highlighting the planning, resiliency, security, and financial stewardship of the District's infrastructure and assets.

6. Presentation of the Capital Improvement Plan

Interim District Engineer Rice explained the purpose and how to use the Capital Improvement Plan (CIP). He overviewed each section of the CIP. The Budget Committee made comments and asked clarifying questions regarding specific projects.

Plant Superintendent Hawkins overviewed the tertiary treatment filter project as mandated by the Oregon Department of Environmental Quality (DEQ) National Pollution Discharge Elimination System (NPDES) Permit. The Budget Committee made comments and asked clarifying questions regarding:

- The timeline for project engineering and construction completion,
- The equipment and infrastructure required in a tertiary treatment system, and
- The ongoing operating costs and special handling required by a new system.

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There was concluding discussion and Finance Director Stevens covered the materials to be overviewed during the next Budget Committee meeting.

7. Recess Meeting

Chair Gresen recessed the meeting at 8:14 p.m. until April 26, 2022 at 6 p.m.

Respectfully submitted,

DocuSigned by:

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Robert Weber
Chair, Budget Committee

Date: 4/27/2023

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Ron Weigel
Vice Chair, Budget Committee

Date: 4/19/2023