



**OAK LODGE WATER SERVICES DISTRICT & OAK LODGE WATER SERVICES AUTHORITY
BOARD OF DIRECTORS
JOINT SPECIAL MEETING MINUTES – 11:00 A.M.
DECEMBER 9, 2022**

OLWSD Board of Directors – Members Present

Susan Keil	President
Ginny Van Loo	Secretary/Vice President
Paul Gornick	Treasurer
Kevin Williams	Director
Heidi Bullock	Director

OLWSA Board of Directors – Members Present

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

Oak Lodge Water Services Staff

Sarah Jo Chaplen	General Manager
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Consultants & Organizational Representatives

Tommy Brooks	Cable Huston
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1. Call to Order & Hybrid Meeting Facilitation Protocols

Chair Keil called the meeting to order at 11:00 a.m.

General Manager Chaplen overviewed the general protocols of a hybrid meeting.

Chris Hawes, Chair of the Sunrise Water Authority (SWA) Board of Commissioners, stated SWA's new facility had been dedicated to former Board member, Ernie Platt. The OLWS Board was invited to attend the dedication ceremony when the date has been set.

2. Recess to Executive Session

Chair Keil recessed to executive session under ORS 192.660(2)(i) to review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

General Manager Chaplen was excused from the meeting.

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The Board of Directors conducted a work session to review General Manager Chaplen's performance for the period of December 31, 2021 to December 31, 2022.

3. Adjourn Executive Session

Chair Keil adjourned the Executive Session.

General Manager Chaplen rejoined the meeting.

No decisions were made as a result of the Executive Session.

4. Adjourn Meeting

Chair Keil adjourned the meeting at 12:01 p.m.

Respectfully submitted,

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Susan Keil
Chair, Board of Directors

Date: 12/23/2022

DocuSigned by:

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Ginny Van Loo
Vice Chair, Board of Directors

Date: 1/4/2023