

NORTH CLACKAMAS COUNTY WATER COMMISSION

January 29, 2026

Agenda Item 4.1



**BOARD OF DIRECTORS
MEETING MINUTES – 5:30 P.M.
SEPTEMBER 25, 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
Michael Milch	City of Gladstone

STAFF PRESENT:

Wade Hathhorn	NCCWC, General Manager
Jamey Pietzold	NCCWC, Finance Director
Jennifer Sampson	Sunrise Water Authority

ATTENDEES:

Brad Albert	Oak Lodge Water Services
Angie Wilson	Oak Lodge Water Services
Lester Garrison (Virtual)	Clackamas River Water

1. Call to Order

Chair Milch called the Board of Directors meeting to order at 5:31 p.m. Introductions were made around the room.

2. Approve Agenda

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

MOTION CARRIED

3. Public Comment

There was no public comment.

4. Approval of Minutes

4.1 Approval of Minutes of the June 26, 2025 Regular Meetings

Chair Milch called for a motion. Director Williams moved to approve the June 26, 2025 regular meeting minutes. Director Gornick seconded. Voting Aye: Directors Bailey, Hawes, Gornick, and Williams. Chair Milch abstained as he was not at the June meeting.

MOTION CARRIED

5. Adoption of Consent Calendar

5.1 Authorization of Checks for June, July, and August 2025

5.2 Appoint Legal Counsel of Record

5.3 Appoint Insurance Agent of Record

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

MOTION CARRIED

6. Board Discussion

6.1 Election of Officers

General Manager Hathhorn reminded the Board that officers include a Chair and a Vice Chair, and that the organization the Chair comes from is on a rotating basis. In the 2025/26 FY, the Chair would be the representative from the City of Gladstone. Director Milch agreed the Chair will be the City of Gladstone representative, and while he is that person temporarily, his replacement will also serve as Chair.

Director Hawes nominated Director Williams for Vice Chair. Director Bailey seconded. Voting Aye: Directors Bailey, Hawes, Gornick, Milch, and Williams.

MOTION CARRIED

6.2 New Policy – Paid Leave Oregon (SDIS Best Practice)

General Manager Hathhorn overviewed the proposed Paid Leave Oregon Policy and Resolution 2025-9. Chair Milch called for a motion. Director Gornick moved to adopt Resolution 2025-9, approving a Paid Leave Oregon Policy. Director Hawes seconded. Voting Aye: Directors Bailey, Hawes, Gornick, Milch, and Williams.

MOTION CARRIED

6.3 Approve Employee Access to Oregon Savings Growth Plan (added item)

General Manager Hathhorn overviewed the Oregon Savings Growth Plan (OSGP) and the included Resolution provided by OSGP. Director Gornick moved to adopt the Resolution to offer OSGP to NCCWC employees. Director Bailey seconded. Voting Aye: Directors Bailey, Hawes, Gornick, Milch, and Williams.

MOTION CARRIED

7. Monthly Items

7.1 Financial Reports

Pietzold overviewed the written report.

7.2 Operations Report

General Manager Hathhorn overviewed the written report, highlighting the current river conditions and concerns about lower flows.

7.3 Manager's Report

General Manager Hathhorn overviewed the written report, highlighting water rights and concerns about low river flows, including how the unusual algae growth in the river clogged the intake to the plant.

Discussion ensued surrounding the lower flows and the potential need for a backup compressor.

7.4 Business from the Board

Director Hawes shared he is the Oregon State Coordinator for the Missing in America Project – Veteran Recovery Program and invited anyone interested to attend an interment ceremony for the ashes of a Civil War Veteran's spouse as they are reunited after 100 years. The ceremony is on October 1st at 11 a.m. at the Lone Fir Cemetery in Portland.

General Manager Hathhorn reported he has submitted his resignation to Sunrise Water Authority, effective December 31, 2025. He elaborated that he is willing to continue with NCCWC until the end of the fiscal year, or as needed to train a replacement.

8. Convene Local Contract Review Board

8.1 Adopt Resolution 2025-8 Authorizing the use of a Construction Manager/General Contractor Form of Delivery for Various Water Treatment Plan Improvements

Chair Milch convened the LCRB meeting at 6:20 p.m.

General Manager Hathhorn overviewed Resolution 2025-8 on the use of a CM/GC form of contracting and noted the public is allowed to comment on this but none were in attendance.

Board discussion ensued. Chair Milch noted a typo in Attachment A, under findings, on the notice of the RFQ, it should read that it should be posted "two" times.

Director Hawes moved to adopt Resolution 2025-8 authorizing the use of a construction manager/general contractor contract for contractor selection and construction of various improvements at the NCCWC Water Treatment Plant. Director Williams seconded. Voting Aye: Directors Bailey, Hawes, Gornick, Milch, and Williams.

MOTION CARRIED

Chair Milch closed the LCRB meeting at 6:24 p.m. and resumed the regular meeting.

Director Hawes suggested forming a subcommittee to discuss General Manager Hathhorn's position and compensation rates. Discussion ensued. This will be revisited at a future meeting.

9. Adjourn Regular Meeting

Chair Milch adjourned the meeting at 6:31 p.m.