

Oak Lodge Water Services District
Minutes of Regular Meeting
March 21, 2017

Directors Present

Jim Martin, Chair
Susan Keil, Vice Chair
Lynn Fisher, Director
Kevin Williams, Director
Nancy Gibson, Director

Staff Present

Jason Rice, Deputy General Manager
Kelly Stacey, Finance Director
Rich Ludlow, Interim Operations Manager
Todd Knapp, Supervisor

Visitors

Ernie Platt, Sunrise Water Authority
Eric Hofeld, Sunrise Water Authority
Randy Leninger, OLWSD
Terry Gibson, OLWSD
Heather Standing, OLWSD
Elaine Murray, OLWSD
Clay Yohn, OLWSD
Dave Seifert, OLWSD
Eugene Whitley, Local Resident
Thelma Haggemiller, Local Resident
Clark Balfour, Cable Huston

Regular Meeting

(1) Call to Order/Pledge of Allegiance

Chair Martin called the regular meeting to order at 6:01 p.m. and Director Williams led the pledge of allegiance.

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

Eugene Whitley addressed Finance Director Kelly Stacey with questions regarding the format as well as some line items on the prior finance report from February's meeting.

(3) Consent Calendar

- **Approval of February 21, 2017 Minutes**

- **Approval of Check Run and Financials**

Director Gibson commented about a street name correction in the minutes and Director Fisher asked that he be removed as the Secretary approving them. Gibson further noted the last name of Tonia Williams was omitted and that there should be a correspondence agenda item.

Directors Keil and Fisher asked Finance Director Kelly Stacey questions about the current finance report and budgeting.

Director Gibson moved to approve the minutes for February 21, 2017 as amended. Director Fisher seconded the motion.

Ayes: Fisher, Gibson, Keil, Martin, Williams

Nays: None

The motion carried 5-0.

(4) Approval of FY 17/18 Budget Schedule

Finance Director Kelly Stacey stated that the normal kick off is in December and acknowledged being behind. However, she added that not many applications to be on the Budget Committee had been submitted yet. The Board expressed wanting to possibly get materials/narrative sent out to the members in advance of the next board meeting. Stacey said she would put ideas together for the next Transition Team Meeting.

Director Gibson moved to accept the proposed schedule as amended. Director Williams seconded the motion.

Ayes: Fisher, Gibson, Keil, Martin, Williams

Nays: None

The motion carried 5-0.

(5) Resolution 2017-8; Agreement with North Clackamas Park District

Deputy General Manager Jason Rice stated a resolution needed to be passed to apply for the grant for work on Boardman. He noted there would not be any Oak Lodge Sanitary funds involved.

Director Fisher moved to approve Resolution 2017-8, entering in to agreement with North Clackamas Park District. Director Gibson seconded the motion.

Ayes: Fisher, Gibson, Keil, Martin, Williams

Nays: None

The motion carried 5-0.

(6) Appointment of NCCWC Board Members

Deputy General Manager Jason Rice stated three members of the board were needed to be on the NCCWC Board for their quarterly meetings.

Director Keil moved to approve Directors Williams, Gibson and Martin to be on the NCCWC Board. Director Fisher seconded the motion.

Ayes: Fisher, Gibson, Keil, Martin, Williams

Nays: None

The motion carried 5-0.

(7) Update on Expenses and Savings from the Consolidation

Finance Director Kelly Stacey noted that more savings would be seen in the Budget coming out. Director Fisher commented that reduced expenses would be prominent in administrative areas also.

(8) Operation and Engineering Reports

Interim Operations Manager Rich Ludlow gave an update on the overflows happening because of the record rainfall. He also noted a broken pumpstation issue and a rental piece of equipment that hadn't worked properly.

(9) Business from the Manager

Deputy General Manager Jason Rice discussed the River Forest Lake location and preventing overflow in the future. He commented about work being done along with staff member Lara for the MSR4 reports as well as a backyard habitat program possibility for rate payers interested. The Board made suggestion on inputting the information and participants in the newsletters.

Supervisor Todd Knapp updated the Board on Valley View noting there is currently repair being done on the steps for the catwalk that are currently unstable. He mentioned he could bring in a photo slideshow presentation for a future meeting.

Rice commented that the union negotiations process is going well and that HR Answers should be providing wage numbers soon which will allow the ability to meet as scheduled. He further discussed his attendance at the recent SDAO conference and understanding the process.

(10) Business from the Board

Chair Martin noted the name change was approved across the Boards for the IGA of NCCWC.

Director Gibson discussed her attendance at the C-4 meeting regarding more discussion on transportation issues as well as land use relating to affordable housing.

Director Williams stated he sent everyone minutes from the Jennings Lodge CPO meeting and that there was more legal work being done among them and Lennar over the construction of homes.

(11) Public Comment

Thelma Haggemiller stated the CIA candidate's forum will be held on April 12th at 7pm at Rose Villa, noting the three board members up for re-election had no challengers.

The Board went to recess at 7:53 p.m. The Board reconvened at 8:03 p.m.

(12) Executive Session, the Board will convene into executive session in accordance with ORS 192.660(2)(f) to consider information or records exempt by law from public inspection (ORS 192.502(9) and 40.225).

The Board exited Executive Session at 8:23 p.m. No action was taken.

(13) Adjourn

Director Martin adjourned the meeting of March 21, 2017 at 8:24 p.m.

Respectfully submitted,

Dan Bradley, General Manager

Jim Martin, Chair