



**OAK LODGE WATER SERVICES  
BOARD OF DIRECTORS  
REGULAR MEETING MINUTES  
MAY 16, 2023**

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Board of Directors

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

Oak Lodge Water Services Staff

Sarah Jo Chaplen	General Manager
Brad Albert	Public Works Director/District Engineer (PWD)
Aleah Binkowski-Burk	Human Resources/Payroll Manager
Gail Stevens	Finance Director
David Hawkins	Plant Superintendent
Aaron Janicke	Assistant District Engineer
Chad Martinez	Collection Operations Supervisor
Laural Casey	District Recorder
Alexa Morris	Outreach and Communications Specialist

Consultants & Organizational Representatives

Tommy Brooks	Cable Huston
Chris Duckworth	CDR Labor Law
Jacque Betz	City of Gladstone
Darren Caniparoli	City of Gladstone
Ashley Driscoll	City of Gladstone, Beery Elsner & Hammond

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**1. Call to Order & Hybrid Meeting Facilitation Protocols**

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

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

**2. Public Hearing: FY 2024 Approved Budget**

Chair Keil opened the public hearing.

Eugene Whitley provided comment on the absence of the Pledge of Allegiance at OLWS meetings, the FY 2023 year-end fund balances, and the layout of the Authority's budget document.

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Carol Balch commented on the proposed rate increase and drinking water with a chlorine smell.

Wade Hathhorn supported the Approved Budget and spoke from experience as the General Manager for Sunrise Water Authority. Hathhorn urged the Board to make the difficult and unpopular decision of adopting a budget with a significant rate increase to save the community from loss of service and to continue growth.

Jane Kingston commented on the proposed rate increase and infrastructure improvements. Kingston asked the Board to consider financial support for fixed-income seniors.

Nancy Whitley provided comment on the political promises made during the legacy district's consolidation in 2017, including the buildings owned by OLWS.

Eugene Whitley provided a second comment regarding the buildings owned by OLWS and supported alternate uses.

Chair Keil closed the public hearing.

**3. Presentation of Draft Intergovernmental Agreement (IGA) with City of Gladstone for Wastewater Services**

General Manager Chaplen introduced City of Gladstone's City Administrator Jacque Betz, Public Works Director Darren Caniparoli, and Legal Counsel Ashley Driscoll. General Manager Chaplen and Betz highlighted the intergovernmental cooperation required to complete this long-term agreement.

PWD Albert and Darren Caniparoli presented the capital projects to be completed by the City of Gladstone in fiscal years 2024 through 2027.

The Board asked questions related to the IGA's exhibits and billing exceptions.

**4. Consent Agenda**

Items on the Consent Agenda Included:

- The March 2023 Financial Report
- Approval of April 18, 2023 Board Meeting Minutes
- Approval of Agreement for Government Affairs Services with Thorn Run Partners, LLC.

Director Van Loo moved to approve the Consent Agenda. Treasurer Gornick seconded. District Recorder Casey conducted a roll call vote. Voting Aye: Directors Keil, Williams, Gornick, Van Loo, and Bullock.

MOTION CARRIED

**5. Consideration of Resolution No. 2023-0016 Adopting the FY 2024 Budget**

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Treasurer Gornick moved to adopt Resolution No. 2023-0016 adopting the fiscal year 2023-2024 Approved Budget and making appropriations. Director Bullock seconded.

The Board deliberated and asked questions regarding:

- FY 2023 Budget line items,
- The Watershed Protection Fund reconciliation, and
- Revenue generated by the FY 2024 Approved Budget.

District Recorder Casey conducted a roll call vote. Voting Aye: Director Bullock. Voting Nay: Directors Keil, Williams, Gornick, and Van Loo.

MOTION FAILED

The Board made comments. General Manager Chaplen spoke regarding Board direction and requests made since the consolidation of the two legacy districts in 2017.

#### **6. Consideration of Resolution No. 2023-0017 Approving a FY 2023 Budget Transfer**

Chair Keil noted a request to remove item from the meeting agenda. There was consensus to remove the item from the agenda.

#### **7. Presentation of Quarterly Capital Projects Prioritization Report**

PWD Albert presented the Report highlighting upcoming projects.

The Board asked questions related to recent smoke testing results.

#### **8. Business from the Board**

Treasurer Gornick and Vice Chair Williams provided verbal reports.

#### **9. Department Reports**

The Management Team provided highlights of their written reports.

The Board asked for a monthly update on grant applications and lobbying activities.

#### **10. Recess to Executive Session**

Chair Keil recessed to executive session at 7:48 p.m. under ORS 192.660(2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations.

#### **11. Adjourn Executive Session**

Chair Keil adjourned the executive session at 8:15 p.m.

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No decisions were made as a result of the executive session.

**12. Adjourn Meeting**

Further deliberation of the FY 2024 Approved Budget occurred, and the Board requested a special meeting to adopt a budget.

Chair Keil expressed a desire to return to paper Board packets.

Chair Keil adjourned the meeting at 8:34 p.m.

Respectfully submitted,

DocuSigned by:  
*Susan Keil*  
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Susan Keil  
Chair, Board of Directors

Date: 6/21/2023

DocuSigned by:  
*Kevin Williams*  
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Kevin Williams  
Vice Chair, Board of Directors

Date: 6/21/2023