



**BUDGET COMMITTEE
[REMOTE] MEETING MINUTES – 6:00 P.M.
APRIL 22, 2021**

Budget Committee – Members Present via Zoom:

Ginny Van Loo	Board of Directors
Mark Knudson	Board of Directors
Susan Keil	Board of Directors
Kevin Williams	Board of Directors
Ann-Marie Cordova	Citizen Representative
Amanda Gresen	Citizen Representative
Ron Weigel	Citizen Representative
Robert Weber	Citizen Representative
Jim Martin	Citizen Representative

Budget Committee – Members Absent:

Paul Gornick	Board of Directors
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Oak Lodge Water Services Staff – Present via Zoom:

Sarah Jo Chaplen	General Manager
Gail Stevens	Finance Director
Jason Rice	District Engineer
Aleah Binkowski-Burk	Human Resources/Payroll Manager
David Mendenhall	Plant Operations Manager
Brad Lyon	Field Operations Supervisor
Laural Casey	District Recorder

Consultants – Present via Zoom:

Jeff Page	Incoming Utility Operations Director
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1. Call to Order and Meeting Facilitation Protocols

Chair Gresen called the meeting to order at 6:02 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 overviewed the general protocols of a virtual meeting due to the COVID-19 pandemic.

2. Call for Public Comment

Chair Gresen asked District Recorder Casey if any written comments had been submitted. District Recorder Casey stated there were none.

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Chair Gresen asked District Recorder Casey if there were any members of the public in attendance. District Recorder Casey stated there were none.

3. Presentation of the Capital Improvement Plan

District Engineer Rice presented the proposed Capital Improvement Plan overviewing the purpose of the Plan and how projects are included. He summarized the capital projects in Watershed Protection, Wastewater, Vehicles, and Water.

Director Keil and District Engineer Rice discussed the District's work on an asset management system.

Director Van Loo asked questions related to the District's vehicles, including maintenance costs and mileage. Finance Director Stevens explained the District's tracking systems.

Director Williams inquired about manhole repairs stating the proposed budget of \$100,000 seemed low. District Engineer Rice explained the new manhole inspection process and how the proposed funds may increase based on findings.

Director Knudson asked clarifying questions on various projects throughout the entire Plan, including topics such as engineering capacity, stormwater, sewer pump stations, generators, and valves.

Director Keil stated the District was not in a position to complete every project on the schedule without a robust ranking system. She noted reservation regarding consultants managing consultants on District projects. General Manager Chaplen explained the District's use of consultants and the large amount of infrastructure work to complete in the coming years.

Director Keil asked questions and provided comments on several other projects including stormwater levels of service, pump stations, generators, and large meter testing.

Chair Gresen noted the community's sensitivity to studies that have rate implications and agreed with Director Keil that the community should be involved.

Chair Gresen and Citizen Representative Weber stated they would send District Engineer Rice various smaller edits to the Plan.

Citizen Representative Weber asked clarifying questions related to the carryover and new Master Plan related projects, the increased price of the Sanitary Master Plan, and the deferred decant facility expansion.

Citizen Representative Weigel asked clarifying questions related to the clarifier refurbishment project, lateral repairs, and water interties.

Citizen Representative Martin discussed taking a pragmatic approach to the stormwater levels of service study and including the County in public meetings and public engagement.

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General Manager Chaplen asked to add an item to the agenda. The Budget Committee consensus was to defer any additional agenda items to next meeting. There was a discussion regarding the upcoming meeting's agenda. Director Knudson asked for a summary of the proposed Budget and Capital Improvement Plan, including any changes, at the next meeting.

4. Adjourn Meeting

Chair Gresen adjourned the meeting at 8:21 p.m.

Respectfully submitted,

DocuSigned by:
Amanda Gresen
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Amanda Gresen

Chair, Budget Committee

Date: 4/13/2022

DocuSigned by:
Robert Weber
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Robert Weber

Secretary/Vice Chair, Budget Committee

Date: 4/20/2022