

**ROCKWOOD WATER PEOPLE'S UTILITY DISTRICT**  
**MINUTES, REGULAR MEETING OF THE BOARD**  
**February 24, 2021**  
**Zoom Video Conference**

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**Board members present:** Larry Dixon, Tom Lewis, Steve Okazaki, Colby Riley, Kathy Zimmerman.

**Staff present:** Kari Duncan, General Manager (GM); Andy Crocker, District Superintendent (DS); Cathy Middleton, Office Supervisor (OS); Jeremy Hudson, PE, District Engineer (DE); Joey Schlosser, Assistant Superintendent (AS); Daniel Zimmerman, Senior Accountant (SA); Kerry Aden, Government Affairs Coordinator (GAC), Jeremy Hanson, Associate Engineer (AE).

**Guests present:** Richard Anderson, Cori Johnson.

**President Tom Lewis** called the meeting to order at 6:03 p.m.

**APPROVAL OF THE AGENDA**

**President Lewis** asked if there were any changes or additions to the agenda.

**Steve Okazaki moved to approve the agenda. Colby Riley seconded the motion. The motion was approved; none opposed.**

**APPROVAL OF THE CONSENT AGENDA**

**President Lewis** asked if there were any changes or updates to the consent agenda.

**Kathy Zimmerman moved to approve the consent agenda. Steve Okazaki seconded the motion. The motion was approved; none opposed.**

**APPROVAL OF MINUTES**

**President Lewis** asked if there were any changes to the minutes.

**Colby Riley moved to approve the minutes from the January 27, 2021 regular Board meeting. Kathy Zimmerman seconded the motion. The motion was approved; none opposed.**

**APPROVAL OF BILLS**

**President Lewis** asked if there were any questions about the bills.

**Kathy Zimmerman** asked about page 28, check #49885, 4 Months Forklift Rent and if we were renting a forklift and what is it used for. **DS Crocker** answered we are purchasing the forklift in next fiscal year's budget but are making rental payments for this fiscal year's budget because the need was immediate.

**Colby Riley** inquired about page 25, check #49836, Interlachen Coliform, E Coli. **DS Crocker** replied the item is for samples we take for Interlachen Water PUD. They reimburse us according to the terms of our contract.

**Colby Riley** asked about page 28, check #49890, Brush Dumping. **DS Crocker** answered the item is for the recycling of cleanup material from District sites.

**Kathy Zimmerman** inquired about page 34, check #49977, 2 Assman 2,900 Gallon Tanks. **DS Crocker** replied the item is for the replacement of our sodium hypochloride tanks in our treatment facility. Discussion ensued.

**Steve Okazaki** moved to approve the bills as presented. **Colby Riley** seconded the motion. The motion was approved; none opposed.

#### **PUBLIC COMMENT**

**Cori Johnson** stated she did not have comment but wanted to observe the meeting and is interested in applying for the Budget Committee this year. **President Lewis** stated that is good news and thanked **Ms. Johnson** for her interest.

#### **MEMORANDUM OF UNDERSTANDING REGARDING THE REGIONAL WATER SALES AGREEMENT WITH THE CITY OF PORTLAND - GM DUNCAN - PRESENTATION/DISCUSSION**

**GM Duncan** gave an overview of the Memorandum of Understanding (MOU) in the meeting materials and gave a PowerPoint presentation on the City of Portland Future Water Sales Agreement. Discussion ensued. The Board did not have any objectives to **GM Duncan** signing the MOU.

**GM Duncan** noted District Groundwater Development Program Talking Points will be distributed to the Board and staff in the near future.

#### **SURPLUS EQUIPMENT - DS CROCKER - DISCUSSION/ACTION**

**DS Crocker** gave a description of the equipment to be surplus. Discussion ensued.

**Colby Riley** moved to surplus RW37. **Kathy Zimmerman** seconded the motion. The motion was approved; none opposed.

#### **FOR THE GOOD OF THE ORDER**

**GM Duncan** thanked the staff for their response efforts over the previous two weeks due to the weather and other events.

**GM Duncan** noted to keep on the radar for future consideration by the Board that as COVID infection rates in the area decrease, the Board may want to examine consideration for in-person meetings depending on the safety, risk, and comfort level of the Board.

**President Lewis** asked about bill paying abilities of our customers due to COVID and what the District-wide stress is. **GM Duncan** stated the percentage on nonpayment has gone down. **OS Middleton** added it has gone up a little bit, but we are working with the customers and its leveling off and going down a little bit now.

**Kathy Zimmerman** asked if the three District fire hydrants that were hit were storm related or random. **DS Crocker** responded they were storm related.

**Steve Okazaki** asked about the District activity over the course of a couple of days in the area of San Rafael in the first cul-de-sac. **DS Crocker** answered there was a 12" ductile iron line failure. Discussion ensued.



**Larry Dixon** asked **GM Duncan** if due to the snowstorm she was able to tour the District's facilities and if there were any surprises. **GM Duncan** replied she toured the facilities before the snowstorm, and she was pleased with what she saw and noted they are well maintained.

**Richard Anderson** said he is looking forward to serving on the Budget Committee. **Mr. Anderson** asked if there is a minimum purchase requirement with the Portland Water Sales Agreement. **GM Duncan** answered the current agreement does; however, we do not expect to see that in a future agreement. There would likely be some means of controlling cost and demand in a future agreement. Discussion ensued.

**Richard Anderson** asked if we have the ability for aquifer storage and recovery. **GM Duncan** replied our current facilities do not have that ability.

#### **NEXT MEETING**

**President Lewis** reminded everyone the next Board meeting will be Wednesday, March 24, 2021 at 6:00 p.m.

#### **ADJOURNMENT**

**Colby Riley made a motion to adjourn the meeting. Steve Okazaki seconded the motion. The motion was approved; none opposed.**

The meeting was adjourned at 7:08 p.m.

  
Secretary