

**ROCKWOOD WATER PEOPLE'S UTILITY DISTRICT  
MINUTES, REGULAR MEETING OF THE BOARD  
September 23, 2020  
Rockwood Water Boardroom and  
Zoom Video Conference**

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**Board members present:** Larry Dixon, Tom Lewis, Steve Okazaki, Colby Riley (via Zoom video conference), Kathy Zimmerman (via Zoom video conference).

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

**Guests present:** None.

**President Steve Okazaki** called the meeting to order at 6:12 p.m.

**APPROVAL OF THE AGENDA**

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

**Colby Riley** moved to approve the agenda as corrected. **Tom Lewis** seconded the motion. **The motion was approved; none opposed.**

**APPROVAL OF THE CONSENT AGENDA**

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

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

**APPROVAL OF MINUTES**

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

**Colby Riley** moved to approve the minutes from the August 26, 2020 regular Board meeting. **Tom Lewis** seconded the motion. **The motion was approved; none opposed.**

**Larry Dixon** moved to approve the minutes from the September 10, 2020 work session. **Kathy Zimmerman** seconded the motion. **The motion was approved; none opposed.**

**APPROVAL OF BILLS**

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

**Larry Dixon** asked about page 33, check #49202, Replace Battery in Backup. **GAC Aden** answered the item is to replace the failed corporate server backup power supply.

**Larry Dixon** inquired about page 34, check #49205, Halsey Pumping. **DS Crocker** replied the item is the cost of the electricity to pump water for Cascade Well #5 during the summer peaking season. Discussion ensued.

**Larry Dixon** asked about page 38, check #49268, Wellfield Protection Program. **GM Stahl** answered the item is the District's portion of the Wellfield Protection Program administered by the City of Gresham. Discussion ensued.

**Kathy Zimmerman** noted a high number of refunds, including to the Department of State Lands and asked if that item is related to refunds. **GM Stahl** confirmed the item is related to refunds.

**Kathy Zimmerman** inquired about page 37, check #49250, Damaged Tire. **DS Crocker** answered the item is to replace a citizen's tire damaged by a broken valve box. Discussion ensued.

**Kathy Zimmerman** asked about page 43, check #49345, AJ Traffic Citation. **GM Stahl** answered the item is for an employee's red light camera citation. The District paid the citation, and the employee reimbursed the District. Discussion ensued.

**Tom Lewis** moved to approve the bills as presented. **Kathy Zimmerman** seconded the motion. The motion was approved; none opposed.

#### **PUBLIC COMMENT ON NON-AGENDA ITEMS**

There were no public comments.

#### **INTERGOVERNMENTAL AGREEMENT (IGA) WITH CITY OF GRESHAM ON GROUNDWATER DEVELOPMENT MASTER PLAN IMPLEMENTATION - ACTION**

**GM Stahl** gave an overview of the IGA.

**Larry Dixon** moved to adopt the IGA with the City of Gresham on Groundwater Development Master Plan Implementation. **Tom Lewis** seconded the motion. The motion was approved; none opposed.

#### **SURPLUS EQUIPMENT**

**DS Crocker** went over the items the District would like to declare surplus. Discussion ensued.

**Tom Lewis** moved to declare the discussed items as surplus and dispose of them in accordance with established sale or destruction processes. **Colby Riley** seconded the motion. The motion was approved; none opposed.

#### **FY 2020/2021 BOARD CONFERENCE TRAVEL APPROVAL - GM STAHL - DISCUSSION**

**GM Stahl** noted, due to the COVID-19 pandemic, most conferences and training will be held remotely and suggested, if a Board member has an interest in attending a conference, training, or webinar, they contact staff and we will make the arrangements. Discussion ensued.

#### **GENERAL MANAGER RETIREMENT PLANNING - GAC ADEN - DISCUSSION/ACTION**

**GAC Aden** requested permission from the Board to allow staff to plan a retirement event for **GM Stahl**. Discussion ensued.

**Tom Lewis** made a motion to authorize staff to plan a retirement event for **GM Stahl** as discussed. **Colby Riley** seconded the motion. The motion was approved; none opposed.

**FOR THE GOOD OF THE ORDER**

**GM Stahl** provided an update on Cascade Wells #7, #8, and #9.

**GM Stahl** noted the District and the City of Gresham are finalizing the WIFIA loan letter of intent materials to submit by October 15, 2020.

**Tom Lewis** reported there is an opening on a Portland citizens' advisory group and will keep the group updated as he receives more information or if anyone is interested in applying.

**EXECUTIVE SESSION ORS 192.660 (2)**

**Larry Dixon** made a motion to suspend the regular Board meeting and go into executive session in accordance with ORS 192.660 (2) (a) to consider the employment of a public officer, employee, staff member or individual agent. **Tom Lewis** seconded the motion. The motion was approved; none opposed.

The Board recessed into executive session at 6:50 p.m.

**President Okazaki** reconvened the Board meeting at 7:33 p.m.

**ACTION ON EXECUTIVE SESSION (IF NECESSARY)**

There was no action on executive session.

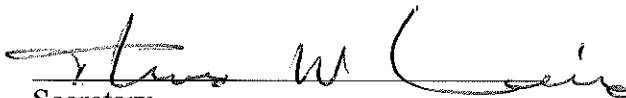
**NEXT MEETING**

**President Okazaki** reminded everyone the next Board meeting will be Wednesday, October 28, 2020 at 6:00 p.m. via Zoom teleconference.

**ADJOURNMENT**

**Larry Dixon** made a motion to adjourn the meeting. **Tom Lewis** seconded the motion. The motion was approved; none opposed.

The meeting was adjourned at 7:36 p.m.

  
Secretary