

**ROCKWOOD WATER PEOPLE'S UTILITY DISTRICT
MINUTES, REGULAR MEETING OF THE BOARD
October 27, 2021
Zoom Video Conference**

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

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

Guests present: Doug Aden, Cori Johnson, Tim Owens.

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. **GM Duncan** noted there were no changes.

Steve Okazaki moved to approve the agenda. **Larry Dixon** 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.

Colby Riley 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.

Steve Okazaki moved to approve the minutes from the September 22, 2021 regular Board meeting. **Colby Riley** seconded the motion. **The motion was approved; none opposed.**

APPROVAL OF BILLS

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

Larry Dixon asked about page 14, check #51001, 16" Pipe Saw and page 14, check #50998, 2 Pipe Saw Replacements and if they were the same items. **AS Schlosser** explained they are two different purchases and types of saws. Discussion ensued.

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

PUBLIC COMMENT

There were no public comments.

AUTOMATIC METER READING PRESENTATION - JAY BREEN ROCKWOOD WATER OPERATIONS SPECIALIST - DISCUSSION

GM Duncan introduced **WOS Breen** who gave a presentation on automatic meter reading. Discussion ensued.

The Board would like staff to pursue financial impacts and provide additional information to the Board for discussion. The Board agreed that staff should move in the direction of automatic meter reading at some point.

ROCKWOOD WATER/CITY OF GRESHAM MEMORANDUM OF UNDERSTANDING - GM DUNCAN - DISCUSSION

GM Duncan gave a briefing on the Memorandum of Understanding between the District and City of Gresham to ensure continuity with Gresham on the Groundwater Development Program. Discussion ensued.

SDAO/SPECIAL DISTRICTS INSURANCE SERVICES 2021/2022 BEST PRACTICES SURVEY - ACTION

GAC Aden went through the Best Practices Survey.

Colby Riley moved to approve the **SDAO/SDIS Best Practices Survey**. **Steve Okazaki** seconded the motion. **The motion was approved; none opposed.**

IN-PERSON BOARD MEETINGS - GM DUNCAN - DISCUSSION

President Lewis asked the group if they want to continue to meet in person. Discussion ensued.

The Board decided to meet virtually via Zoom for the November Board meeting.

FOR THE GOOD OF THE ORDER

GM Duncan mentioned staff will be giving a **WIFIA** presentation to the **EPA** on **November 9** and will give a recap at the **November Board meeting**. She also mentioned staff will give a **Groundwater Development Program** update at that meeting as well.

DS Crocker received a thank you card from the **Northwest Neighborhood Association** for the bench we donated in **Bella Vista park**. He also received a call from a woman whose dog got away from her and went through the **Bella Vista Reservoir fence** and was hung up in the shrubbery. He rescued the dog and was able to see the bench we donated while he was there. He will send a copy of the thank you note and photo to the Board.

EXECUTIVE SESSION ORS 192.660 (2)(f)

Colby Riley moved to suspend the regular Board meeting and go into executive session in accordance with **ORS 192.660 (2)(e)** to conduct deliberations with persons designated by the governing body to negotiate real property transactions. **Larry Dixon** seconded the motion. **The motion was approved; none opposed.**

The Board recessed into executive session at 7:34 p.m.

President Lewis reconvened the Board meeting at 7:55 p.m.

ACTION ON EXECUTIVE SESSION

Steve Okazaki moved to authorize the General Manager to complete the sale of the 185th property on behalf of the District and authorize the General Manager to sign all documents necessary to complete the transaction in response to a fair market offer on the property. Colby Riley seconded the motion. The motion was approved; none opposed.

NEXT MEETING

President Lewis reminded everyone the next Board meeting will be Wednesday, November 17, 2021 at 6:00 p.m. via Zoom video conference.

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 7:57 p.m.



Secretary