

**ROCKWOOD WATER PEOPLE'S UTILITY DISTRICT  
MINUTES, REGULAR MEETING OF THE BOARD  
February 28, 2024  
Zoom Video Conference**

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

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

**Guests present:** Eric Cole

President Steve Okazaki called the meeting to order at 6:00 p.m.

**APPROVAL OF THE AGENDA**

President Okazaki asked if there were any changes or additions to the agenda. There were no changes.

Tom Lewis moved to approve the agenda. Larry Dixon seconded the motion. The motion was approved; none opposed.

**APPROVAL OF THE CONSENT AGENDA**

President Okazaki asked if there were any changes or updates to the consent agenda. There were no changes.

Larry Dixon moved to approve the consent agenda. Tom Lewis seconded the motion. The motion was approved; none opposed.

**APPROVAL OF MINUTES**

President Okazaki asked if there were any changes to the minutes. There were no changes.

Kathy Zimmerman moved to approve the minutes from the January 24, 2024 regular Board meeting. Tom Lewis seconded the motion. The motion was approved; none opposed.

**APPROVAL OF BILLS**

President Okazaki asked if there were any questions about the bills. The Board discussed their questions.

Tom Lewis 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.

**RESOLUTION NO. RWPUD 23/24-004 RESOLUTION TO AUTHORIZE GENERAL MANAGER TO ENTER INTO A CONTRACT FOR THE GROUNDWATER**

**DEVELOPMENT PROJECT PACKAGE NO. 4 – JOB #320 CASCADE WATER TREATMENT PLANT, PUMP STATION AND STORAGE FACILITY –ACTION**

Tom Lewis moved to adopt Resolution No. RWPUD 23/24-004 Resolution to Authorize General Manager To Enter Into A Contract For The Groundwater Development Project Package No. 4 – Job #320 Cascade Water Treatment Plant, Pump Station And Storage Facility. Kathy Zimmerman seconded the motion. The motion was approved; none opposed.

**FRONT OFFICE RECRUITMENT**

OS Middleton provided the board with an overview of the recruitment for two new Customer Account Specialist 1 positions. Additionally, OS Middleton requested \$500 dollars to support the retirement party for both Rita Tompkins and Cindy Schmunk. The board gives their support of the funds for the party.

**REQUEST FOR NEW FULL TIME EMPLOYEE (FTE)**

DS Crocker explained that over the last couple of years the District has tried to hire a temporary worker but has not been successful. The District would like to hire an additional FTE instead to help support upcoming projects. GM Duncan stated that the annual budget will include the cost for the FTE.

Tom Lewis motion to approve an additional permanent FTE to the District staff. Kathy Zimmerman seconded the motion. The motion was approved; none opposed.

**FOR THE GOOD OF THE ORDER**

GM Duncan announced that the District won an award from the American Council of Engineering Companies for the work on Cascade Reservoir 2.

Tom Lewis shared that he attended the 2024 SDAO conference along with Colby Riley, Kari Duncan and Andy Crocker. He shared information he learned about potential future trainings that could be required for board members.

Larry Dixon asked for an update on the 223<sup>rd</sup> well. DE Hudson shared that the team has gotten the screen out however as they were continuing work some of their equipment got stuck. Because of this there will be additional delays. DE Hudson said that he can provide more updates in about a month.

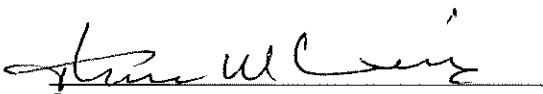
**NEXT MEETING**

President Okazaki reminded everyone the next Board meeting will be Wednesday, March 20, 2024 at 6:00 p.m.

**ADJOURNMENT**

Tom Lewis made a motion to adjourn the meeting. Kathy Zimmerman seconded the motion. The motion was approved; none opposed.

The meeting was adjourned at 6:45 p.m.

  
Secretary