

**ROCKWOOD WATER PEOPLE'S UTILITY DISTRICT  
MINUTES, REGULAR MEETING OF THE BOARD  
April 24, 2024  
Rockwood Water Board Room and 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, District Engineer (DE); Daniel Zimmerman, Senior Accountant (SA); Nyla Clark, Government Affairs Coordinator (GAC), Jay Breen, Assistant Superintendent Operations (ASO).

**Guests present:** Catherine Nicewood, Eric Cole, Cori Johnson, Christine Hollenbeck,

**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. **GM Duncan** noted there were no changes to the agenda.

**Tom Lewis** moved to approve the agenda. **Colby Riley** 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. **GM Duncan** noted there were no changes to the consent agenda.

**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.

**Colby Riley** moved to approve the minutes from the **March 22, 2023** regular Board meeting. **Larry Dixon** seconded the motion. The motion was approved; none opposed.

**APPROVAL OF BILLS**

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

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

**PUBLIC COMMENT**

There were no public comments.

**PORTLAND METER READING INTERGOVERNMENTAL AGREEMENT (IGA)**

At the March Board meeting, a new Meter Reading IGA with the Portland Bureau of Environmental Services (BES) was reviewed by the Board. The Board and staff discussed

concerns and questions, to which BES has responded and provided a revised version of the IGA. GM Duncan provides an overview of the updates. The Board discussed the IGA and remaining questions and concerns.

**Tom Lewis moved to adopt the Portland Meter Reading IGA as presented. Colby Riley seconds the motion. The motion was approved; none opposed.**

**RESOLUTION NO. RWPUD 23/24-006 AMENDING POLICY MANUAL**

**Tom Lewis moved to adopt Resolution No. RWPUD 23/24-006 Amending Policy Manual. Kathy Zimmerman seconded the motion. The motion was approved; none opposed.**

**RESOLUTION NO. RWPUD 23/24-007 - RESOLUTION TO AUTHORIZE GENERAL MANAGER TO ENTER INTO A CONTRACT FOR THE GROUNDWATER DEVELOPMENT PROJECT PACKAGE NO. 2A – JOB #320 GLENDOVEER PRESSURE ZONE TRANSMISSION MAIN**

**Tom Lewis moved to adopt Resolution No. RWPUD 23/24-007 Resolution To Authorize General Manager To Enter Into A Contract For The Groundwater Development Project Package No. 2a – Job #320 Glendoveer Pressure Zone Transmission Main. Kathy Zimmerman seconded the motion. The motion was approved; none opposed.**

**FOR THE GOOD OF THE ORDER**

DS Crocker announced that a new Water Worker in Training has been hired. The new employee will start next week.

GM Duncan shared that The District won a project award for their work on the transition from our old billing system to Tyler. SA Zimmerman and OS Middleton will attend the Tyler conference next month and accept the award.


**NEXT MEETING**

**President Okazaki** reminded everyone the next Board meeting will be Wednesday, May 22, 2024 at 6:00 p.m.

**ADJOURNMENT**

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

The meeting was adjourned at 6:38 p.m.

  
Secretary