

**ROCKWOOD WATER PEOPLE'S UTILITY DISTRICT  
MINUTES, REGULAR MEETING OF THE BOARD  
April 26, 2023  
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, Bob Fowler

**President Colby Riley** called the meeting to order at 6:00 p.m.

**APPROVAL OF THE AGENDA**

**President Riley** asked if there were any changes or additions to the agenda. **GM Duncan** noted there were no changes to the agenda.

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

**APPROVAL OF THE CONSENT AGENDA**

**President Riley** asked if there were any changes or updates to the consent agenda. **GM Duncan** noted there were no changes to the consent agenda.

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

**APPROVAL OF MINUTES**

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

**Kathy Zimmerman** moved to approve the minutes from the **March 22, 2023** regular Board meeting. **Steve Okazaki** seconded the motion. **The motion was approved; none opposed.**

**APPROVAL OF BILLS**

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

**Kathy Zimmerman** asked if we recoup any cost on building new fire hydrants. **DS Crocker** answered that when we are building them on our projects we do not recoup any cost. However, he explained that when the hydrant is damaged insurance will usually cover the cost and in cases of new construction the builders would pay for it.

**Larry Dixon** asked about bill 00504, rw44 new lights. **DS Crocker** explained that the District's Sprinter van had damage to it's back lifted lights. The District replaced the lights and at the same time bought new front and rear lights at the same time to increase visibility.

**Larry Dixon** asked about Bill 289-0019436, rw44 lights / dust caps. DS Crocker explained that this from the same order as Bill 00504, he believes they may have come in two orders resulting in two line items.

**Kathy Zimmerman** asked about Bill 01137, JW Tickets From Davis Elementary Meter Charges. DS Crocker explained that this was from a meter replacement project where excavation work needed to be completed.

**Kathy Zimmerman** asked about Bill 00070, PBOT Street Opening Permit 82224 and how the price of the permit is determined. AE Hanson answered that is a calculation based on location and size. AE Hanson added that he can send the formula to the Board so they have the exact calculation.

**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.

**RESOLUTION NO. RWPUD 22/23-004 AMENDING POLICY MANUAL**

**Tom Lewis** moved to adopt Resolution No. RWPUD 22/23-004 Amending Policy Manual. **Steve Okazaki** seconded the motion. The motion was approved; none opposed.

**FOR THE GOOD OF THE ORDER**

**DS Crocker** shared that he appreciated the employee event and thanked the board for their support.

**GM Duncan** shared that there will be an all staff training tomorrow given by Portland Police. The training is focused on what to do in an active shooter situation.

**President Riley** shared that he attended the Children's Clean Water Festival with GM Duncan, GAC Clark and SA Zimmerman and it was a great success.

**Tom Lewis** thanked staff for their work on the employee appreciation party. He noted that the awards were a great touch and shared that the Board received an award for their hard work.

**Larry Dixon** would like time on an upcoming agenda to discuss the Portland Water Bureau fees that are charged to customers.

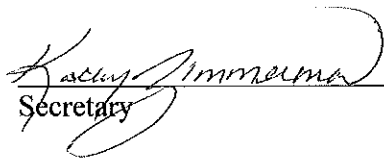
**NEXT MEETING**

**President Riley** reminded everyone the next Board meeting will be Wednesday, May 24, 2023 at 6:00 p.m.

**ADJOURNMENT**

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

The meeting was adjourned at 6:14 p.m.

  
Secretary