

**ROCKWOOD WATER PEOPLE'S UTILITY DISTRICT
MINUTES, REGULAR MEETING OF THE BOARD**

June 22, 2022

Rockwood Water Board Room and Zoom Video Conference

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); Jeremy Hudson, District Engineer (DE); Daniel Zimmerman, Senior Accountant (SA); Nyla Clark, (Government Affairs Coordinator (GAC), Jeremy Hanson, Associate Engineer (AE).

Guests present: Cori Johnson, Bob Fowler, Cori Johnson

President Tom Lewis called the meeting to order at 6:00 p.m.

APPROVAL OF THE AGENDA

President Lewis asked if there were any changes or additions to the agenda. GM Duncan noted that “For the Good of the Order” will move to just prior to the Board entering Executive Session.

Colby Riley moved to approve the agenda as amended. Steve Okazaki 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. GM Duncan noted there were no changes to the consent agenda.

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

APPROVAL OF MINUTES

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

Colby Riley moved to approve the minutes from the May 25, 2022, regular Board meeting. Steve Okazaki seconded the motion. The motion was approved; none opposed.

APPROVAL OF BILLS

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

Kathy Zimmerman asked if staff are having any issues with bank reconciliations since we’ve adopted the new system. GM Duncan responded that staff are still working through some of the issues and are working to find improvements to make things smoother. SA Zimmerman notes that we are currently about half a month behind in reconciliations. He shares that he is confident that over the next few months we will be able to get caught up.

Larry Dixon asked about the line item “Cat Replacement”. DS Crocker responds that it is a catalytic convertor replacement. Larry Dixon also asked if the Flashlight line item in the bills was for a single flashlight. DS Crocker responded that it was for 10 flashlights.

Steve Okazaki 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.

GROUNDWATER DEVELOPMENT MASTER PLAN

GM Duncan and DE Hudson provide an update on the Groundwater Development Master Plan.

Colby Riley asked if the new water plant will be able to be operated remotely. GM Duncan responded that it can be operated remotely.

Larry Dixon asked how much overlap we have between the anticipated completion date and when our contract with the City of Portland will be done. GM Duncan responded that the District will have about a year buffer to get ready to go live on the new water system.

SUSPEND REGULAR BOARD MEETING AND CONVENE BUDGET COMMITTEE MEETING - ACTION

Colby Riley made a motion to suspend the regular Board meeting and convene the Budget Committee meeting. Steve Okazaki seconded the motion. The motion was approved; none opposed.

BUDGET COMMITTEE MEETING

Budget Committee Chair, Christine Hollenbeck, called the Budget Committee meeting to order at 7:01 p.m.

APPROVAL OF AGENDA

Chair Hollenbeck asked if there were any changes or additions to the agenda. There were no changes.

Bob Fowler moved to approve the agenda. Cori Johnson seconded the motion. The motion was approved; none opposed.

APPROVAL OF APRIL 20, 2022 BUDGET COMMITTEE MINUTES

Chair Hollenbeck asked if there were any changes to the Budget Committee minutes. There were no changes.

Bob Fowler moved to approve the minutes from the April 20, 2022 Budget Committee meeting as written. Cori Johnson seconded the motion. The motion was approved; none opposed.

COMMENTS FROM THE BUDGET COMMITTEE CHAIR

Chair Hollenbeck thanked staff and board for putting together a clear, easy to understand budget. Chair Hollenbeck also thanked the rest of the budget committee for their help, time and support.

COMMENTS FROM THE BUDGET OFFICER - GM DUNCAN

GM Duncan shared a presentation summarizing the FY22/23 budget. GM Duncan also thanked the budget committee for their hard work and commitment to supporting the district.

QUESTIONS FROM THE BUDGET COMMITTEE

Chair Johnson asked if there were any questions from the Budget Committee. There were no questions or comments.

APPROVE THE BUDGET AND RECOMMEND IT TO THE BOARD - ACTION

Bob Fowler moved to approve the fiscal year 2022/2023 budget and recommend it to the Board. Cori Johnson seconded the motion. The motion was approved; none opposed.

ADJOURN BUDGET COMMITTEE MEETING

Bob Fowler moved to adjourn the Budget Committee meeting. Tom Lewis seconded the motion. The motion was approved; none opposed.

The Budget Committee adjourned at 7:09 p.m.

Board President, Tom Lewis, reconvened the regular Board meeting at 7:10 p.m.

PUBLIC HEARING - FY 2021/2022 BUDGET

President Lewis asked if there were any comments from the public on the fiscal year 2022/2023 budget. There were no public comments.

RESOLUTION NO. RWPUD 21/22-004 ADOPTING BUDGET & MAKING APPROPRIATIONS FOR THE FISCAL YEAR COMMENCING JULY 1, 2022 - ACTION

Steve Okazaki moved to adopt Resolution No. RWPUD 21/22-004 - Adopting Budget & Making Appropriations for the Fiscal Year Commencing July 1, 2022. Colby Riley seconded the motion. The motion was approved; none opposed.

RESOLUTION NO. RWPUD 21/22-005 ESTABLISHING FEES AND CHARGES FOR THE PROVISION OF WATER – ACTION

Colby Riley moved to adopt Resolution No. RWPUD 21/22-005 - Establishing Fees and Charges for the Provision of Water. Larry Dixon seconded the motion. The motion was approved; none opposed.

FOR THE GOOD OF THE ORDER

Colby Riley shared about his experience at AWWA ACE in San Antonio, Texas. Colby Riley also congratulated GM Duncan on receiving the George Warren Fuller Award at the conference.

DE Hudson shared information on the John Aho Memorial Golf Tournament hosted by PNWS/AWWA. Interested participants should reach out to him prior to June 23.

GM Duncan informed that board that in August we will have our goal setting meeting.

EXECUTIVE SESSION

The board entered executive session at 7:21.

President Lewis called the meeting back to regular session – 8:05 p.m., and stated that no action was taken in Executive Session (per ORS 192.660 rules).

COLLECTIVE BARGAINING AGREEMENT:

Kathy Zimmerman moved to accept the collect bargaining agreement. Colby Riley seconded. The motion was approved; none opposed.

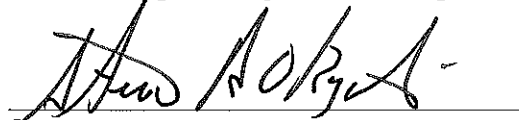
NEXT MEETING

President Lewis reminded everyone the next Board meeting will be Wednesday, July 27, 2022 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 8:07 p.m.

A handwritten signature in cursive script, appearing to read "Drew A. Riley", is written over a horizontal line.

Secretary