

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

August 24, 2022

Rockwood Water Board Room

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

Board members absent: Kathy Zimmerman.

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); Nyla Clark, Government Affairs Coordinator (GAC), Jeremy Hanson, Associate Engineer (AE), Jay Breen, Assistant Superintendent Operations (ASO).

Guests present: 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 there were no proposed changes.

Steve Okazaki moved to approve the agenda. **Colby Riley** 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.

Larry Dixon 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. There were no changes to the minutes.

Steve Okazaki moved to approve the minutes from the July 27, 2022, regular Board meeting. **Larry Dixon** 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 21, line item 00707, "Storage for pipe fittings". **DS Crocker** answered that these are storage racks to store more of our pipe fittings.

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

PUBLIC COMMENT

There were no public comments.

PACKAGE 3 & 4 REQUEST FOR PROPOSALS RESULTS- GM DUNCAN - DISCUSSION

GM Duncan provided an update on Packages 3 & 4. Both packages recently had RFPs released that have now closed. Rankings for the applications have been released. Next month **staff will provide an update on the progress of the contract.**

FOR THE GOOD OF THE ORDER

GM Duncan acknowledged employees that have upcoming anniversaries including, Brian Hunt, Utility Worker 1 who has been with the district for 15 years and Daniel Zimmerman, Senior Accountant who has been with the district for 5 years.

DE Hudson informed the board that the drilling of Well 6 has begun. Well 6 will be a shared well with the City of Gresham. The City of Gresham is managing this project.

FISCAL YEAR (FY) 2021/2022 GENERAL MANAGER GOALS RECAP AND ACCOMPLISHMENTS

GM Duncan gave a PowerPoint presentation on the FY 2021/2022 goals and accomplishments.

President Lewis thanks **GM Duncan** for the comprehensive presentation and hard work.

Steve Okazaki Thanks **GM Duncan** and staff for their hard work over the last year.

GENERAL MANAGER GOALS FOR FY 2022/2023 - DISCUSSION

GM Duncan gave a PowerPoint presentation on the FY 2022/2023 goals and accomplishments.

The group discussed the proposed goals for FY 2022/2023. In addition to the goals listed in the Board packet, the Board added a goal related to planning for emergency water provision for the community.

EXECUTIVE SESSION ORS 192.660 (2)(i)

Larry Dixon moved to suspend the regular Board meeting and go into executive session in accordance ORS 192.660 (2)(i) to review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee, or staff member who does not request an open hearing. **Steve Okazaki** seconded the motion. **The motion was approved; none opposed.**

The Board recessed into executive session at 7:12 p.m.

President Lewis reconvened the Board meeting at 8:08 p.m.

There was no action during executive session.

ACTION ON EXECUTIVE SESSION (IF NECESSARY)

Steve Okazaki moved to accept the salary increase of the General Manager's salary by 3.48% to be used for deferred compensation. **Larry Dixon** seconded the motion. **The motion was approved; none opposed.**

ADOPT GENERAL MANAGER GOALS FOR FISCAL YEAR 2022/2023 - ACTION

Colby Riley moved to adopt the proposed General Manager goals presented and discussed. Larry Dixon seconded the motion. The motion was approved; none opposed.

NEXT MEETING

President Lewis reminded everyone the next Board meeting will be Wednesday, September 28, 2022, at 6:00 p.m.

ADJOURNMENT

Larry Dixon made a motion to adjourn the meeting. Steve Okazaki seconded the motion. The motion was approved; none opposed.

The meeting was adjourned at 8:55 p.m.


Secretary