

**ROCKWOOD WATER PEOPLE'S UTILITY DISTRICT
MINUTES, REGULAR MEETING OF THE BOARD
December 20, 2023
Rockwood Water Board Room**

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

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

Guests present: Cori Johnson, Eric Cole

President Colby Riley called the meeting to order at 6:01 p.m.

APPROVAL OF THE AGENDA

President Riley asked if there were any changes or additions to the agenda. **GM Duncan** noted that agenda item 6 will now be a draft report of the audit with a brief presentation from Pauly Rogers and Co., the finalized audit will be available to the board at a future board meeting.

Steve Okazaki moved to approve the agenda. **Larry Dixon** 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.

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

APPROVAL OF MINUTES

President Riley 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 November 15, 2023, **Larry Dixon** seconded the motion. **The motion was approved; none opposed.**

APPROVAL OF BILLS

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

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.

OUTSIDE AUDIT REPORT UPDATE

GM Duncan and SA Zimmerman introduce staff from Pauly Rogers & Co. Pauly Rogers & Co. provided an overview and update to the District audit in draft form. A finalized version of the audit will be available to board members prior to the January meeting.

DISPOSAL OF DISTRICT SURPLUS PROPERTY

DS Crocker provided an overview of District items that are ready to be marked as surplus. The Board discussed.

Steve Okazaki moved to approve the presented district items as surplus. Larry Dixon seconded the motion. The motion was approved; none opposed.

POLICY MANUAL UPDATE

GM Duncan and OS Middleton provided an overview of policy manual changes that will need to occur to implement Paid Leave Oregon. The Board discussed.

CASCADE WELLS 6 AND 8 CAPACITY ALLOCATION WITH THE CITY OF GRESHAM

GM Duncan and DE Hudson provide an update and overview on the Cascade Well 6 and 8 capacity and the allocation of the water to the City of Gresham. The Board discussed; this will be a continuing topic. No decision was made.

SET JANUARY BOARD MEETING DATE (PER POLICY SERIES 1000, ARTICLE 4.0, SECTION 4.1) - ACTION

The group discussed meeting January 24, 2024; the fourth Wednesday of the month.

Steve Okazaki moved to set January 24, 2024, at 6:00 p.m. as the next regular Board meeting date. Larry Dixon seconded the motion. The motion was approved; none opposed.

FOR THE GOOD OF THE ORDER

GM Duncan thanked the board and staff for a wonderful holiday lunch.

DS Crocker provided an update on the AMI RFP. The RFP closed last week and the District received 6 proposals. The District is currently reviewing proposals and will then be making a selection in the new year. DS Crocker also informed the board the Ryan Lindstrom passed his Oregon Water Distribution Operator 1 test and is now a Water Worker I.

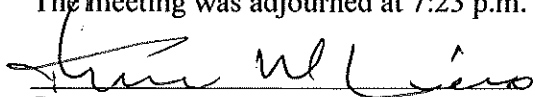
NEXT MEETING

President Riley reminded everyone the next Board meeting will be Wednesday, January 24, 2024, 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 7:23 p.m.


Secretary