

ROCKWOOD WATER P.U.D.
MINUTES, REGULAR MEETING OF THE BOARD
FEBRUARY 25, 2009
Rockwood Water Boardroom

Board members present: Larry Dixon, Don McCarthy, Tom Lewis, Cathi VanDamme, Steve Okazaki.

Staff present: Harvey Barnes, District Manager (DM); Mike Baker, District Superintendent (DS); Kerry Aden, Administrative Secretary (AS); Jeremy Hudson, District Engineer (DE).

Guests present: Roger Rees, John Sandin, John Lugton.

President Don McCarthy called the meeting to order at 7 p.m.

APPROVAL OF THE AGENDA

President McCarthy asked if there were any changes or additions to the agenda.

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

APPROVAL OF THE CONSENT AGENDA

Cathi VanDamme moved to approve the consent agenda. **Larry Dixon** seconded the motion. The motioned was approved; none opposed.

APPROVAL OF MINUTES

Steve Okazaki moved to approve the minutes from the January 28, 2009 regular meeting. **Cathi VanDamme** seconded the motion. The motion was approved; none opposed.

APPROVAL OF THE BILLS

Larry Dixon inquired about page 9, line 5, Gresham Locksmith, Inc., 24 Keys. **DM Barnes** answered the bill is for 24 locks not 24 keys.

Tom Lewis asked about page 5, line 30, TriMet, License Agreement. **DM Barnes** replied the bill is for a permit fee to enter their right of way zone to do the Stark Street project. Discussion ensued.

Cathi VanDamme inquired about page 9, line 50, Washing Machine Water Damage and line 53, Tualatin Valley Water District, 1 Home Water Audit. **DM Barnes** answered we partner with Tualatin Valley Water District to perform home water audits. We pay them for our water audits, and they pay the contractor who performs them. Discussion ensued. **DS Baker** stated the washing machine water damage was due to a main break at 168th and Everett causing air, grit and mud to come through the customer's washing machine and plug it up.

Steve Okazaki asked about the payroll deductions and if they had been billed. **DM Barnes** replied those are the savings accounts and deferred compensation.

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

PUBLIC COMMENT ON NON-AGENDA ITEMS

There were no public comments.

AT-LARGE POSITION VACANCY ON REGIONAL WATER PROVIDERS CONSORTIUM EXECUTIVE COMMITTEE - UPDATE

DM Barnes stated **Don McCarthy** was appointed to the At-Large position on the Water Providers Consortium Executive Committee by the Consortium Board. Discussion ensued regarding meeting frequency and member composition.

RESOLUTION 08/09-003 TO AMEND POLICY MANUAL APPENDIX IV(b) SPECIAL CHARGES - ACTION

Cathi VanDamme moved to adopt Resolution 08/09-003 to amend policy manual Appendix IV(b) Special Charges. **Tom Lewis** seconded the motion. The motion was approved; none opposed.

LATE NOTICES, DOOR HANGERS, AND CHRONIC DOOR HANGERS - DISCUSSION

DM Barnes gave an overview of the reports the Board requested at the January Board meeting. Discussion ensued. **Cathi VanDamme** asked it be known she disagrees it takes four hours a week to do door hangers. Discussion ensued regarding chronic, delinquent accounts. The majority of the Board decided no change in the policy at this time.

PROJECT UPDATE

DM Barnes gave an update to the Board on the Cascade Well #5, Administration Building Remodel, 141st Avenue Reservoir Retrofit and Pump Station, and the Stark Street Main Line Replacement projects. Discussion ensued.

FOR THE GOOD OF THE ORDER

Tom Lewis asked about the issues surrounding the filtration of Bull Run water. Discussion ensued.

Tom Lewis asked about the District Manager evaluation process. Discussion ensued. **DM Barnes** asked **AS Aden** to send evaluation packet information to **Tom Lewis** and **Steve Okazaki**.

DM Barnes reported the Special District Association of Oregon (SDAO) Annual Conference was good. He attended some training on new Cobra rules and new American with Disabilities Act rules. Discussion ensued regarding email and discussing topics amongst Board members.

Steve Okazaki stated he will be out of town for the next board meeting.

Cathi VanDamme asked what the outcome was of the news report on our on-line payment system. Discussion ensued. **Cathi VanDamme** stated she would like the per diem issue be discussed at a future Board meeting. **DM Barnes** replied a Board member can contact him or **AS Aden** to have an agenda item added by the Wednesday prior to the Board meeting.

Tom Lewis inquired about some Board members interested in taking a tour of the District. Discussion ensued.

Don McCarthy thanked the Board for supporting his attendance at the SDAO Annual Conference. Discussion ensued.

President McCarthy reminded everyone the next meeting will be on Wednesday, March 25, 2009 at 7:00 p.m.

ADJOURNMENT

Larry Dixon moved to adjourn the meeting. **Cathi VanDamme** seconded the motion. **The motion was approved; none opposed.**

The meeting was adjourned at 8:10 p.m.

_____Secretary