

ROCKWOOD WATER P.U.D.
MINUTES, REGULAR MEETING OF THE BOARD
MAY 25, 2011
Rockwood Water Boardroom

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

Staff present: Harvey Barnes, District Manager (DM); Andy Crocker, District Superintendent (DS); Kerry Aden, Administrative Secretary (AS).

Guests present: John Lugton.

President Tom Lewis called the meeting to order at 7 p.m.

APPROVAL OF THE AGENDA

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

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

APPROVAL OF THE CONSENT AGENDA

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

APPROVAL OF MINUTES

Cathi VanDamme moved to approve the minutes from the April 27, 2011 regular meeting. **Larry Dixon** seconded the motion. The motion was approved; none opposed.

APPROVAL OF THE BILLS

Larry Dixon inquired about page 6, line 38, SE 190th/Div Stormwater and 19711 NE Hals Stormwater, City of Gresham. **DM Barnes** stated he would have to check on what those charges were for.

Larry Dixon asked about page 8, lines 26 through 29 Fire Lines and Telemetry items. **DM Barnes** answered those items are for the switch to cable modems. **Don McCarthy** asked if those were monthly fees. **DM Barnes** stated they are.

Larry Dixon inquired about page 10, line 33, 1 & 2 Handed Wrenches. **DS Crocker** answered they are kits to fix wrenches and 2 new wrenches. Discussion ensued.

Cathi VanDamme asked about page 1 of the Rolling A/P Register, line 49 and would that item be discussed in the executive session. **DM Barnes** replied yes.

Don McCarthy moved to approve the bills. **Steve Okazaki** seconded the motion. The motion was approved; none opposed.

PUBLIC COMMENT ON NON-AGENDA ITEMS

There were no public comments.

RESOLUTION RWPUD 10/11-003 TO AMEND POLICY MANUAL - DISCUSSION AND ACTION

Tom Lewis asked if there were any questions regarding Resolution RWPUD 10/11-003. **DM Barnes** gave an overview of the Resolution.

Steve Okazaki moved to adopt Resolution RWPUD 10/11-003 to Amend Policy Manual. **Cathi VanDamme** seconded the motion. The motion was approved; none opposed.

RESOLUTION RWPUD 10/11-004 TO AMEND POLICY MANUAL - ACTION

DM Barnes gave an overview of Resolution RWPUD 10/11-004.

Cathi VanDamme moved to adopt Resolution RWPUD 10/11-004 to Amend Policy Manual. **Don McCarthy** seconded the motion. The motion was approved; none opposed.

RESOLUTION RWPUD 10/11-005 BOND RESOLUTION - DISCUSSION AND ACTION

DM Barnes gave an overview of Resolution RWPUD 10/11-005 and discussion ensued.

Cathi VanDamme moved to approve Resolution RWPUD 10/11-005 Bond Resolution. **Don McCarthy** seconded the motion. The motion was approved; none opposed.

PROJECT UPDATE

DM Barnes said his projects are done and the Master Plan update is going fine.

FOR THE GOOD OF THE ORDER

DM Barnes stated things are going really good. He stated the bond issue will be a good project to fix a weak link in the system.

DS Crocker thanked the Board for allowing him to attend the Pacific Northwest Section (PNWS) of the American Water Works Association (AWWA) Annual Conference. The conference provided good information. He reported he has a few of the field crew scheduled for short school. **DS Crocker** also announced **Pete Borglund** has completed his probationary period and is now an official, full-time employee. **Mr. Borglund** is also scheduled to take his first water distribution certification exam in June.

Don McCarthy thanked the Board for supporting his attendance at the PNWS/AWWA Annual Conference.

Cathi VanDamme asked **DS Crocker** about his ongoing updates to the Operations Manual and had it been awhile since it had been updated. **DS Crocker** responded yes, he is writing standard operating procedures for items, maintenance schedules, etc.

Larry Dixon asked when work would commence next door. **DM Barnes** answered we are in the process of getting permits from the City of Gresham and the final design. Discussion ensued.

EXECUTIVE SESSION

Cathi VanDamme made a motion to recess and convene into executive session in accordance with ORS 192.660 (2) (h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed. **Don McCarthy** seconded the motion. The motion was approved; none opposed.

The Board recessed into executive session at 7:36 p.m.

President Lewis reconvened the regular Board meeting at 8:01 p.m.

ACTION ON EXECUTIVE SESSION (IF NECESSARY)

There was no action necessary on executive session items.

NEXT MEETING

President Lewis reminded everyone the next meeting will be on Wednesday, June 22, 2011 at 7:00 p.m.

ADJOURNMENT

Steve Okazaki moved to adjourn the meeting. **Don McCarthy** seconded the motion. The motion was approved; none opposed.

The meeting was adjourned at 8:02 p.m.


Secretary