

ROCKWOOD WATER P.U.D.
MINUTES, REGULAR MEETING OF THE BOARD
JUNE 25, 2008
Rockwood Water Boardroom

Board members present: Herb Brown, Larry Dixon, Don McCarthy, Sandra Ramaker, Cathi VanDamme.

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

Guests present: Clark Balfour, Colleen Lisoski, Tom Lewis, Roger Rees.

President Herb Brown called the meeting to order at 7 p.m.

APPROVAL OF THE AGENDA

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

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

APPROVAL OF THE CONSENT AGENDA

ADS Crocker stated we have finished the 192nd Street project this week.

Herb Brown mentioned he would like to invite **CPRC Shaw** to attend a Board meeting and invite guests. **Sandra Ramaker** stated it would be nice to show the Board some of her work with the schools, etc. **DM Barnes** stated he will schedule it.

Sandra Ramaker moved to approve the consent agenda. **Cathi VanDamme** seconded the motion. **The motion was approved; none opposed.**

APPROVAL OF MINUTES

Sandra Ramaker noted Clark Balfour's name was missing from the list of attendees in the May 28, 2008 minutes.

Cathi VanDamme moved to approve the minutes from the May 28, 2008 regular meeting as amended and the June 18, 2008 work session. **Don McCarthy** seconded the motion. **The motion was approved; none opposed.**

APPROVAL OF THE BILLS

Sandra Ramaker inquired about page 4, line 40, Bonal Pk Motor. **DM Barnes** replied it is for the pump station off Northwest First that pressurizes the pressure zone. One of the motors burned up, and it was replaced.

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

PUBLIC COMMENT ON NON-AGENDA ITEMS

Roger Rees, a resident in the District and Executive Director of Oregon Heat asked the Board to consider joining Oregon Heat to help low income families in crisis to keep their heat and lights on. He created a program that uses the recycling of petroleum products to generate money to go back into the community to help low income families in crisis. He distributed his card and a brochure. Discussion ensued.

DM Barnes stated he will report on how we dispose of our petroleum products at the July Board meeting.

BUDGET COMMITTEE MEETING

President Brown deferred to Budget Committee Chair, **Tom Lewis**, to begin the Budget Committee meeting at 7:15 p.m.

DM Barnes stated he has no recommendations to change the budget.

Tom Lewis called for a motion to pass the budget recommendation to the Board.

Coleen Lisoski moved to pass the 2008/2009 budget to the Board. **Herb Brown** seconded the motion. The motion was approved; none opposed.

Tom Lewis called for a motion to approve the minutes from the May 7, 2008 Budget Committee meeting.

Don McCarthy moved to approve the May 7, 2008 Budget Committee minutes. **Herb Brown** seconded the motion. The motion was approved; none opposed.

Sandra Ramaker made a motion to adjourn the Budget Committee meeting. **Colleen Lisoski** seconded the motion. The motion was approved; none opposed.

The Budget Committee meeting adjourned at 7:24 p.m.

PUBLIC HEARING - 2008/2009 BUDGET

President Brown asked for public comments on the budget.

DM Barnes recommended the Board approve the budget as proposed.

Sandra Ramaker stated she wanted to apologize to those who may not have gotten the information through our website about the budget hearing. She did not find information about our public hearing on our website. **DM Barnes** stated he will look into the matter.

Don McCarthy made a motion to close the 2008/2009 budget public hearing. **Sandra Ramaker** seconded the motion. The motion was approved; none opposed.

RESOLUTION 07/08-014 - ADOPT AND APPROPRIATE 2008/2009 BUDGET

Sandra Ramaker made notification of a possible conflict of interest because her husband is an employee of the District. **Cathi VanDamme** stated she has a potential conflict of interest.

Don McCarthy made a motion to adopt Resolution 07/08-014 - Adopt and Appropriate 2008/2009 Budget. Larry Dixon seconded the motion. The motion was approved; none opposed.

ADOPT DISTRICT MANAGER GOALS FOR FISCAL YEAR 2008/2009

DM Barnes stated the Board met in a work session on June 18 to discuss potential goals for him, and they are reasonable, and he recommends the Board approves the goals.

Cathi VanDamme confirmed the goals are in addition to the District Manager's evaluation.

Cathi VanDamme moved to adopt the District Manager goals for fiscal year 2008/2009. Don McCarthy seconded the motion. The motion was approved; none opposed.

PURCHASE PICKUP TRUCKS - DISCUSSION AND ACTION

DM Barnes stated now through June 30 there are some fairly steep discounts being offered on pickup trucks. If we purchase the pickup trucks now, we can save about \$10,000. **DM Barnes** asked the Board if he could purchase the trucks out of this year's budget and not expend the money out of next year's budget. Discussion ensued.

Cathi VanDamme moved to purchase two pickup trucks this fiscal year. Larry Dixon seconded the motion. The motion was approved; none opposed.

PROJECT UPDATE

DM Barnes stated he has already started on the goals the Board has set out for him for the next year. He met with consultants for the groundwater well we are in partnership with the City of Gresham. Groundwater Solutions, Inc. will design the underground portion of the new well. He is in discussions with Murray Smith and Associates to design the pump and motor control center for that well. We expect somewhere around June we will fit out the well drilling portion of it, which will include drilling, casing, screening the well, and doing a pump test followed by a bid for the motor control center. Discussion ensued. We are in pre-design for the 141st reservoir pump station. CH2M Hill is designing it, and Ward Henshaw has been hired as the contractor. We have the final design for removal of Grant Butte reservoir, and we will advertise late June early July to have it removed.

ADS Crocker reported the 192nd project is finished. The vault is set at 148th. We are waiting for the pump and motor. The electrician will set the pole tomorrow, and we hope to be on line in August. We are recruiting for two new employees in anticipation for two employees retiring. Discussion ensued. New services are slow, so this is a good time to focus on maintenance, flushing, and painting most of the hydrants in the District. **DM Barnes** stated if residents notice their hydrants have been tagged, we provide spray cans of hydrant paint to cover the graffiti. Studies show the quicker the graffiti has been removed, the less chance it will return. The Board suggested posting this information on the website.

FOR THE GOOD OF THE ORDER

DM Barnes thanked the Board for passing the budget. We have a great group of employees to work with, and we will miss the folks retiring.

ADS Crocker stated he appreciates having a job here and the Board giving him the opportunity to prove he is a good candidate for this position.

Cathi VanDamme attended a meeting with the Mayor of the City of Gresham last night, and he commented he enjoyed working with **DM Barnes**.

AS Aden stated she had several documents to be signed by the Budget Committee Secretary, Board members, and attorney, Clark Balfour.

Larry Dixon stated we hit a jewel on the purchase of the new pickups and hopes we can do the same with the backhoe purchase.

Don McCarthy thanked the District and the patrons for giving him the opportunity to attend the American Water Works Association (AWWA) National Conference. The Pacific Northwest Section did very well in the tapping competition. The City of Portland women's team came in first place, Sunrise Water Authority women's team came in second place, and the City of Portland men's team came in sixth place.

Sandra Ramaker expressed her appreciation she could also attend the AWWA Annual Conference. She brought back some materials from some training she attended that could be used for public officials' training in this section. The tappers did great, and she is hoping we can promote our own team. The Special Districts Association of Oregon Annual Conference is coming up February 6 – 8 in Portland. **Don McCarthy** stated he recommends attendance at that conference. **Sandra Ramaker** stated there are three Board seats coming up for election this year in subsections 1, 3, and 4. She stated Dave Blevens will be celebrating 10 years employment with the District on July 6.

Herb Brown stated he appreciates the opportunity to go to the AWWA Annual Conference. He stated it was very informative. One of the good things about it is meeting people from around the United States who are involved in the water industry. He mentioned the employment longevity of our employees says a little bit about the District being a good place to work, and he appreciates their service, and hopes they have a good retirement.

President Brown reminded everyone the next meeting will be on Wednesday, July 23, 2008 at 7:00 p.m.

ADJOURNMENT

Don McCarthy moved to adjourn the meeting. Sandra Ramaker seconded the motion. The motion was approved; none opposed.

The meeting was adjourned at 8:49 p.m.

Secretary

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