

ROCKWOOD WATER P.U.D.
MINUTES, REULAR MEETING OF THE BOARD
AUGUST 24, 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); Jeremy Hudson, District Engineer (DE); Kerry Aden, Administrative Secretary (AS).

Guests present: Roger Rees.

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.

DM Barnes stated there was nothing to discuss during the Executive Session, so there was no need for one.

Steve Okazaki moved to approve the agenda minus the Executive Session items. **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 July 27, 2011 regular meeting and August 3, 2011 work session. **Don McCarthy** seconded the motion. The motion was approved; none opposed.

APPROVAL OF THE BILLS

DM Barnes mentioned the bills have different entries than normal, but the report is accurate.

Tom Lewis stated it appears some double entries have been subtracted as they have been entered. **DM Barnes** replied yes, but it matches the check register.

Larry Dixon asked about page 8, line 10, Qtrly Testing. **DS Crocker** answered the item is for disinfection byproduct testing we do quarterly. **Larry Dixon** asked if this testing is separate from last month's bill for testing. **DM Barnes** stated it was. Discussion ensued.

Cathi VanDamme moved to approve the bills with the understanding they will be provided a clean copy of the report. **Steve Okazaki** seconded the motion. The motion was approved; none opposed.

PUBLIC COMMENT ON NON-AGENDA ITEMS

There were no public comments.

CONFERENCES BOARD TRAVEL REQUEST - ACTION

DM Barnes stated per policy, each year he must get approval from the Board to reimburse them for their travel. **Cathi VanDamme** asked if there was any criteria in writing of what the Board can go to. Discussion ensued.

Cathi VanDamme moved to approve reimbursement for Board to travel on District business. Don McCarthy seconded the motion. The motion was approved; none opposed.

ADOPT DISTRICT MANAGER GOALS FOR FISCAL YEAR 2011/2012 - ACTION

The Board discussed the following goals for the District Manager:

1. Update the finance model.
2. Continue to support employees to communicate and provide feedback directly to the District Manager and Board.
3. Look for ways to use excess City of Portland water.
4. Renegotiate the District's well maintenance agreement with the City of Gresham.
5. Actively look for partnerships that reduce costs.
6. Short-term project management.
7. Explore long-term alternative power opportunities.
8. Explore property opportunities for future growth.
9. For major projects and Cleveland Pump Station and Reservoir Project: complete financing, keep Board informed, and complete projects.
10. Foster staff relations to work toward having a "relationship" with the employees instead of just a "District Manager" relationship.
11. Instruct the staff on providing consistent customer service throughout all staff levels.
12. Continue educational participation regarding "scientific" conservation issues tied to curriculum.
13. Expand on community outreach by letting our customers know who we are (i.e., a fact sheet containing information on the District's borders, District history, rate comparison to surrounding water entities, etc.).

The Board discussed the intent and verbiage of goal number 10.

Don McCarthy mentioned a letter he received from a District patron relevant to goal number 11. The Board discussed the verbiage of goal number 11.

The Board asked goals numbers 10 and 11 be re-written and brought back to the Board for approval at the September regular Board meeting.

Don McCarthy made a motion to approve the District Manager goals for fiscal year 2011/2012 except for goals 10 and 11. Steve Okazaki seconded the motion. The motion was approved; none opposed.

DISTRICT REZONING - DISCUSSION

DM Barnes presented to the Board the results of the Oregon State University rezoning project. The Board requested copies of some of the maps depicted in the presentation be sent to them next week.

The Board directed **DM Barnes** to put the District rezoning issue on the September regular Board meeting for adoption.

PROJECT UPDATE

DM Barnes reported on the bond sale.

DM Barnes went over the Plan Holders List and Evaluation Criteria for the Cleveland Reservoir and Pump Station engineer selection. He also gave a preliminary timeline for the project.

FOR THE GOOD OF THE ORDER

DM Barnes stated the District is doing really well, and it has been a busy couple of weeks.

DS Crocker reported **Joey Schlosser** has been promoted to fill the Water Quality Technician position and has been going through training. **DS Crocker** stated he has been receiving good feedback from customers and contractors that the field workers are good to deal with. Discussion ensued.

Cathi VanDamme asked if the Water Quality Technician position was posted outside or just posted internally. **DM Barnes** answered it was posted internally per the union contract to offer up positions to qualified individuals and elected to not seek outside candidates. Discussion ensued.

Cathi VanDamme stated for the record she understands that **Mr. Schlosser** is qualified, but wants us to be careful about moving people up simply because they are friends and wants it to be based on what they really can do and that they were the best person, and sort of feels we maybe made a mistake by not offering the position out and should be careful about that. **DM Barnes** responded he painstakingly went through to make sure we were not basing the decision upon anything except qualification. Discussion ensued.

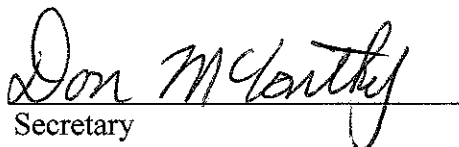
NEXT MEETING

President Lewis reminded everyone the next meeting will be on Wednesday, September 28, 2011 at 7:00 p.m.

ADJOURNMENT

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

The meeting was adjourned at 7:57 p.m.


Secretary