

ROCKWOOD WATER P.U.D.
MINUTES, REGULAR MEETING OF THE BOARD
NOVEMBER 17, 2010
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: Clark Balfour, David Bodway, John Lugton, Carolyn Murray.

President Cathi VanDamme called the meeting to order at 7 p.m.

APPROVAL OF THE AGENDA

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

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

Steve Okazaki moved to approve the minutes from the October 27, 2010 regular meeting. **Larry Dixon** seconded the motion. The motion was approved; none opposed.

APPROVAL OF THE BILLS

Larry Dixon inquired about page 3, line 42, RW40 Tow, and will that be a reimbursement. **DM Barnes** replied, yes.

Larry Dixon asked about page 4, line 26, Sidewalk Repair. **DS Crocker** answered that is where a hydrant was hit at 162nd and Stark Street. Discussion ensued.

Larry Dixon inquired about page 6, last item, Cascade Exhaust Fan. **DM Barnes** stated it is another ammonia room fan; there are five, but he will confirm the number.

Steve Okazaki asked about page 3, line 33, Refund Overpayment. **DM Barnes** replied he thought it was a meter installation, but will check on it.

Cathi VanDamme inquired about page 3, line 20, 1 Toilet Rebate and was the customer name a typo. **DM Barnes** stated he believed it is the real name of the customer. Discussion ensued regarding the toilet rebate program.

Don McCarthy 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.

REVIEW AND APPROVAL OF AUDIT REPORT

DM Barnes introduced **David Bodway** and **Carolyn Murray** with Pauly, Rogers and Co., P.C. Certified Public Accountants, to present their audit report. **Mr. Bodway** gave an overview of the audit report, and discussion ensued.

Tom Lewis moved to approve the audit report. **Steve Okazaki** seconded the motion; none opposed.

RW40 VEHICLE REPLACEMENT - DISCUSSION

DM Barnes stated the insurance company decided to have RW40 repaired, and it should be done next week.

DONATION POLICY DISCUSSION

The Board discussed a donation policy and would like to have a policy manual revision discussion at the next regular meeting. The Board would like to have a donation policy prepared for discussion no later than the January Board meeting.

PROJECT UPDATE

DM Barnes gave an update on the Administration Building Remodel Project. Discussion ensued. Discussion took place regarding the 190th Street project. **DM Barnes** gave an update on the Cascade tank painting project and the Master Plan update.

Larry Dixon inquired about the construction on 170th Avenue and Division Street. **DS Crocker** stated it is a Social Security building.

DS Crocker reported a fire station will be going in on 174th Avenue. Discussion ensued.

FOR THE GOOD OF THE ORDER

DM Barnes stated the District is in pretty good shape. We had a clean audit with no management letter.

DS Crocker reported we received 207 applications for the Utility Worker I position and have potentially hired someone. Discussion ensued.

Steve Okazaki congratulated **DM Barnes** on a good audit.

Cathi VanDamme congratulated **DM Barnes** on the audit and **Lanny Jones** for receiving his Water Utility II certification.

DM Barnes stated **Rita Tompkins** will be receiving her five-year service award at the staff meeting tomorrow and complimented her work.

Cathi VanDamme stated she also hears compliments about **Rita Tompkins'** professionalism, and **Jay Breen** also reached his five-years of service with the District.

EXECUTIVE SESSION

Larry Dixon made a motion to recess into executive session in accordance with ORS 192.660 (2) (e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions and (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 7:58 p.m.

President VanDamme reconvened the regular Board meeting at 10:19 p.m.

NEXT MEETING

President VanDamme reminded everyone the next meeting will be on Wednesday, December 15, 2010 at 7:00 p.m.

ADJOURNMENT

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

The meeting was adjourned at 10:20 p.m.


Secretary