

ROCKWOOD WATER P.U.D.
MINUTES, REGULAR MEETING OF THE BOARD
DECEMBER 29, 2008
Rockwood Water Boardroom

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

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

Guests present: Stephen Okazaki, Roger Rees, John Lugton.

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

APPROVAL OF THE AGENDA

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

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

APPROVAL OF THE CONSENT AGENDA

DM Barnes announced **ADS Crocker** would be sitting in for **DS Baker**.

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

APPROVAL OF MINUTES

Cathi VanDamme moved to approve the minutes from the November 19, 2008 regular meeting. **Tom Lewis** seconded the motion. **The motion was approved; none opposed.**

APPROVAL OF THE BILLS

Cathi VanDamme inquired about Page 5, Line 37, Cross Connect Mtg Mileage and do we have vehicles the employees can use to attend meetings or is it a choice they use their own vehicles? **DM Barnes** stated besides the field vehicles, we have one staff vehicle. On occasion we have more than one person attending a meeting and/or training at the same time. In those cases we would pay for personal vehicle mileage.

Cathi VanDamme asked about Page 8, Line 5, 1249 NE 214th Emergency Hookup. **DM Barnes** replied this was a cost incurred from the Stark Street water main break. Discussion ensued.

Larry Dixon inquired about Page 8, Line 14, F Dolan Damage Reimb. **DM Barnes** answered it was for parts to repair a damaged service line. Discussion ensued.

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

PUBLIC COMMENT ON NON-AGENDA ITEMS

There were no public comments.

ELECTION RESULTS FOR BOARD SEATS REPRESENTING SUBDISTRICTS 1, 3, AND 4

DM Barnes reported Tom Lewis won Subdistrict 1, Cathi VanDamme won Subdistrict 3, and Steve Okazaki won Subdistrict 4.

REVIEW AND APPROVAL OF AUDIT REPORT

DM Barnes introduced **David Bodway** 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 2007 - 2008 audit report as submitted. Cathi VanDamme seconded the motion. The motion was approved; none opposed.

RESOLUTION FOR BOARD REIMBURSEMENT - DISCUSSION

The Board discussed a resolution and policy for Board reimbursement.

Cathi VanDamme moved to table the discussion until the January Board meeting. Tom Lewis seconded the motion. The motion was approved; none opposed.

The Board discussed organization involvement. **Don McCarthy** stated if any of the Board members want to be involved, they are always looking for new people. Discussion ensued regarding organization involvement, setting the Board meeting agendas, and Board orientation and training. The Board asked to be provided a list of the organizations we are involved with and when their meetings are held. Discussion ensued regarding the Special Districts Association of Oregon (SDAO) Annual Conference.

SET JANUARY BOARD MEETING DATE

The Board discussed setting the January Board meeting for the fourth Wednesday of the month and discussed Oregon People's Utility District law and the Board meeting schedule for 2009.

Cathi VanDamme made a motion to hold the January Board meeting on the 28th. Larry Dixon seconded the motion. The motion was approved; none opposed.

PROJECT UPDATE

DM Barnes updated the Board on the 141st Avenue Pump Station and Reservoir Retrofit, Cascade Well #5, Halsey Street, Stark Street Main Replacement, and Administration Building Remodel Projects.

ADS Crocker reported the crew has been battling the weather and are ready for any emergencies. We have had some minor frozen and broken lines. He stated the employees did a great job during the snow storm, and all of the employees made it to work. **ADS Crocker** stated the crew working on the Stark Street main break worked until 10 p.m. to fix it. He stated there was a 6" cast iron main break at 146th and Stark Street, a new service for a mini storage facility at 202nd and Stark and we are starting the rest of the pipe project on 192nd and Hoyt to 190th.

DM Barnes stated, during the storm the employees delivered meals for the Meals on Wheels program and helped people stuck in the snow providing general assistance where we could. He complimented the crews for their work.

Cathi VanDamme stated she went down to Meals on Wheels a couple of times, and the people were very appreciative of the District's help. It lets our people know we are willing to help. **ADS Crocker** stated the employees involved found it rewarding.

FOR THE GOOD OF THE ORDER

DM Barnes stated the Executive Committee of the Water Providers Consortium may need a Board member representative, and this item may be on the next meeting agenda. He will find out from the Technical Committee if that is the case.

ADS Crocker stated we have the best employees working here.

Cathi VanDamme stated the audit looks good and the employees should be commended.

Don McCarthy wished a happy new year to everyone and hopes 2009 will be a good year.

Vice President McCarthy reminded everyone the next meeting will be on Wednesday, January 28, 2009 at 7:00 p.m.

ADJOURNMENT

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

The meeting was adjourned at 8:08 p.m.

_____Secretary