

ROCKWOOD WATER P.U.D.
MINUTES, REGULAR MEETING OF THE BOARD
DECEMBER 14, 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: Clark Balfour, John Lugton, 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.

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

APPROVAL OF THE CONSENT AGENDA

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

APPROVAL OF MINUTES

Don McCarthy moved to approve the minutes from the November 16, 2011 regular meeting. **Steve Okazaki** seconded the motion. The motion was approved; none opposed.

APPROVAL OF THE BILLS

Larry Dixon inquired about page 3, line 38, Qtrly Pest Control and asked if we have a pest problem. **DM Barnes** responded we did, and we are on a quarterly maintenance schedule. Discussion ensued.

Larry Dixon asked about page 4, line 5, landscaping for Bella Vista. **DM Barnes** answered the item is for the mowing and landscaping for Bella Vista reservoir.

Larry Dixon asked about page 5, line 47, Master Plan Update. **DM Barnes** answered the item is a progress payment for updating our master plan. **Larry Dixon** asked why there was another bill on page 7, line 17 for another payment for updating our master plan. **DM Barnes** stated it may be two separate months, but he will verify the billings. Discussion ensued.

Larry Dixon inquired about page 7, line 2, 30 No Trespassing Signs. **DM Barnes** replied we have had trespassing concerns at our remote sites. **DS Crocker** elaborated the wording uses Homeland Security Act verbiage. Discussion ensued.

Don McCarthy moved to approve the bills as presented. **Cathi VanDamme** seconded the motion. The motion was approved; none opposed.

PUBLIC COMMENT ON NON-AGENDA ITEMS

Roger Rees commented he is a resident on Wasco between 172nd and 173rd. He stated a few Sundays ago in November he went outside early and saw a significant volume of water running down the street. He called our emergency number and left a voice mail. To his surprise, the call was returned within 10 minutes easily and in about another 10 minutes the employee was out there. He was very professional and had a good appearance. The neighbors were surprised there was a response, and **Mr. Rees** wanted to compliment the employee for his demeanor, professionalism, and good representation of the District. The problem was solved before most of the neighbors even knew there was a problem. Those that did know of it were pleasantly surprised.

Tom Lewis thanked **Roger Rees** for his comments.

SET JANUARY MEETING DATE - ACTION

Steve Okazaki moved to set **January 25, 2012** as the next regular Board meeting date. **Cathi VanDamme** seconded the motion. The motion was approved; none opposed.

COST COMPARISON BETWEEN DIESEL AND BIO-DIESEL FUELS

DM Barnes explained B5 fuel is required on all road fuel. Our equipment is certified for B5 fuel which is currently \$3.12 per gallon. Our generators are not certified for bio-diesel fuel. Discussion ensued.

DRESS STANDARDS POLICY - DISCUSSION

DM Barnes explained he and **Larry Dixon** discussed the Dress Standards Policy. Allowing jeans to be worn in the front office and meter readers wearing short pants and tennis shoes in the summer has come up several times. Discussion ensued.

The Board decided not to change the current Dress Standards Policy and will defer to **DM Barnes** as it states under paragraph 2.21.6 regarding short pants and tennis shoes for meter readers during the summer.

Cathi VanDamme suggested employees responding to calls should be wearing Rockwood Water People's Utility District identifiable attire. **DM Barnes** stated they should be wearing an orange shirt with our logo.

PROJECT UPDATE

DM Barnes reported on the Cleveland Reservoir and Pump Station Project.

DS Crocker reported the Barr Road/162nd Street project is almost complete. **DM Barnes** complimented **DS Crocker** for helping a customer re-establish their internet connection temporarily until it could be repaired because their phone company did not perform their locate properly. Discussion ensued.

FOR THE GOOD OF THE ORDER

DM Barnes stated things are doing good.

Don McCarthy thanked the Board and staff for the flowers sent to his mother.

Cathi VanDamme clarified she recalled **Brian Hunt** was wearing an orange shirt when he responded to her neighborhood, but it did not have the logo on it.

Tom Lewis stated **DM Barnes** and **CPRC Shaw** attended the Rockwood neighborhood association meeting. Discussion ensued.

EXECUTIVE SESSION

Cathi VanDamme 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, (f) to consider information or records that are exempt by law from public inspection, 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 7:40 p.m.

President Lewis reconvened the regular Board meeting at 8:26 p.m.

ACTION ON EXECUTIVE SESSION (IF NECESSARY)

There was no action on executive session items.

NEXT MEETING

President Lewis reminded everyone the next meeting will be on Wednesday, January 25, 2012 at 7:00 p.m.

ADJOURNMENT

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

The meeting was adjourned at 8:27 p.m.



Secretary