



**BOARD OF DIRECTORS
[REMOTE] REGULAR MEETING MINUTES – 6:00 P.M.
MAY 17, 2022**

Board of Directors – Members Present via Zoom:

Susan Keil	President
Ginny Van Loo	Secretary/Vice President
Paul Gornick	Treasurer
Kevin Williams	Director
Heidi Bullock	Director

Oak Lodge Water Services Staff – Present via Zoom:

Sarah Jo Chaplen	General Manager
Aleah Binkowski-Burk	Human Resources/Payroll Manager
Gail Stevens	Finance Director
Brad Albert	District Engineer
David Hawkins	Interim Plant Operations Superintendent
Brad Lyon	Water Field Operations Supervisor
Laural Casey	District Recorder

Consultants & Organizational Representatives – Present via Zoom:

Tommy Brooks	Cable Huston
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1. Call to Order & Meeting Facilitation Protocols

President Keil called the meeting to order at 6:01 p.m.

General Manager Chaplen welcomed everyone and asked District Recorder Casey to facilitate a roll call. District Recorder Casey facilitated the roll call of Board members, staff, and consultants.

General Manager Chaplen also introduced guests attending in an official capacity:

- Chris Hawes, Chair of the Sunrise Water Authority Board of Commissioners, and
- Sherry French, President of the Clackamas River Water Board of Commissioners.

General Manager Chaplen overviewed the general protocols of a virtual meeting.

2. Call for Public Comment

There was one written public comment submitted. There were eleven members of the public in attendance.

Dave Seifert referenced the letter sent to the Board regarding recognizing Juneteenth as a paid District

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holiday.

Lara Christensen read the letter for the record and stated the Employee Union was not present to negotiate.

Ross Kiely outlined the other local employers voluntarily recognizing Juneteenth as a holiday. He promised to work with the Board on creating a more diverse workforce.

Paul Witzig thanked the Board for consideration and stated he looked forward to working together.

3. Monthly Update: Oak Lodge Governance Project

There were no Oak Lodge Governance Project representatives present.

4. Public Hearing: FY 2022-23 Approved Budget

Director Bullock arrived at 6:20 p.m.

President Keil opened the hearing for public testimony.

President Keil asked District Recorder Casey if any written comments had been submitted. District Recorder Casey stated there were none.

President Keil asked District Recorder Casey if there were any members of the public in attendance. District Recorder Casey confirmed that there were four.

No testimony was provided.

Hearing no testimony, President Keil closed the public hearing.

5. Consent Agenda

Items on the Consent Agenda included:

- The March 2022 Financial Report,
- The April 19, 2022 regular meeting minutes, and
- An agreement amendment with Convergence Networks for IT Services.

President Keil asked clarifying questions regarding fiscal year 2022 Budget underspending and requested end of year spending projections at the next regular Board meeting.

Treasurer Gornick moved to approve the Consent Agenda. Director Williams seconded.

The Board discussed the agreement amendment with Convergence Networks.

Director Williams moved to amend the motion approving the Consent Agenda and the agreement with

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Convergence Networks. He moved to include an option to extend the agreement term for an additional second year if Convergence Networks would provide services at the same per head cost. Secretary/Vice President Van Loo seconded.

President Keil asked District Recorder Casey to conduct a roll call vote on the motion amending the agreement with Convergence Networks. Voting Aye: President Keil; Secretary/Vice President Van Loo; Treasurer Gornick; Directors Williams and Bullock.

MOTION CARRIED

President Keil asked District Recorder Casey to conduct a roll call vote to approve the Consent Agenda. Voting Aye: President Keil; Secretary/Vice President Van Loo; Treasurer Gornick; Directors Williams and Bullock.

MOTION CARRIED

6. Consideration of Resolution No. 2022-02 Authorizing a Budget Transfer in the Adopted Fiscal Year 2021-22 Budget

Finance Director Stevens overviewed the proposed transfers within the fiscal year 2021-22 budget.

The Board asked clarifying questions.

Treasurer Gornick moved to adopt Resolution No. 2022-02 amending fiscal year 2021-22 Budget. Director Bullock seconded. President Keil asked District Recorder Casey to conduct a roll call vote. Voting Aye: President Keil; Secretary/Vice President Van Loo; Treasurer Gornick; Directors Williams and Bullock.

MOTION CARRIED

7. Consideration of Resolution No. 2022-03 Adopting the FY 2022-23 Budget

Finance Director Stevens summarized the fiscal year 2022-23 Approved Budget.

There were questions regarding the motion language. District legal counsel Brooks stated the Resolution should be modified to include the total budgeted amount and that the motion could remain the same.

The Board asked other clarifying questions.

Director Williams moved to adopt Resolution 2022-03 adopting the fiscal year 2022-2023 budget of \$40,396,775 and making appropriations in the amount of \$34,845,361. Treasurer Gornick seconded. President Keil asked District Recorder Casey to conduct a roll call vote. Voting Aye: President Keil; Secretary/Vice President Van Loo; Treasurer Gornick; Directors Williams and Bullock.

MOTION CARRIED

8. Business from the Board

President Keil asked Director Bullock to attend the Oak Grove Community Council as the Board's official liaison. President Keil will remain an alternate for the assignment.

Director Williams will continue serving as the Board's liaison on the Regional Water Provider Consortium's Executive Council.

There was Board discussion regarding a prioritized capital ranking plan and a five-year financial forecast. President Keil nominated Treasurer Gornick and Director Williams to work with staff to bring a recommendation to the Board for adoption in 90 days.

President Keil asked for quarterly reports from the General Manager on current Board projects.

President Keil asked for an update on a return to in-person meetings. Human Resources Manager Binkowski-Burk clarified that new State law required public bodies to meet remotely or in hybrid meetings. She stated preparations for hybrid meetings were being facilitated by Staff and the technology would be in place by the July Board meeting. President Keil stated she would like to have an in-person option for the June meeting. General Manager Chaplen confirmed that Staff will meet and confirm an implementation date with the Board.

9. Department Reports

The Management Team provided department highlights including:

- A new intergovernmental agreement with Clackamas River Water that will be reviewed by the Board in June,
- Participation in a Stranded Worker Agreement Work Session with other regional government agencies,
- District involvement in the Oak Grove Farmers Market and Trolley Trail Festival,
- An update on the Emergency Customer Assistance Program,
- Progress in auditing non-revenue water, and
- The Water Reclamation Facility's new DEQ permit.

10. Call for Public Comment

There were no comments.

11. Adjourn Meeting

President Keil adjourned the meeting at 8:10 p.m.

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Respectfully submitted,

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Susan Keil
President, Board of Directors

Date: 6/23/2022

DocuSigned by:

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Ginny Van Loo
Secretary/Vice President, Board of Directors

Date: 6/22/2022