



**OAK LODGE WATER SERVICES  
BOARD OF DIRECTORS  
REGULAR MEETING MINUTES  
MAY 21, 2024**

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Board of Directors

Susan Keil	Chair
Kevin Williams	Vice Chair
Paul Gornick	Treasurer
Ginny Van Loo	Director
Heidi Bullock	Director

Oak Lodge Water Services Staff

Brad Albert	Interim General Manager
Gail Stevens	Finance Director
David Hawkins	Plant Superintendent
Lindsey Kangiser	HR/Payroll Manager
Laural Casey	District Recorder

Consultants & Organizational Representatives

Tommy Brooks	Cable Huston
Laura Westmeyer	Cable Huston

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**1. Call to Order**

Chair Keil called the meeting to order at 6:00 p.m.

**2. Call for Public Comment**

Chair Keil acknowledged the submitted written comment.

There was no verbal public comment.

**3. Consent Agenda**

Items on the Consent Agenda included:

- The March 2024 Financial Report, and
- April 16, 2024 Board Meeting Minutes.

Director Van Loo moved to approve the Consent Agenda. Treasurer Gornick seconded. Plant Superintendent Hawkins conducted a roll call vote. Voting Aye: Directors Keil, Williams, Gornick, Van Loo, and Bullock.

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MOTION CARRIED

**4. Public Hearing: FY 2025 Approved Budget**

Chair Keil stated the purpose and opened the public hearing at 6:07 p.m.

There were no comments.

Chair Keil closed the public hearing at 6:08 p.m.

**5. Consideration of Resolution No. 2024-0027 Adopting the Budget for Fiscal Year 2024-2025 and Making Appropriations**

Treasurer Gornick moved to adopt Resolution No. 2024-0027 adopting the fiscal year 2024-2025 Approved Budget and making appropriations. Vice Chair Williams seconded. Plant Superintendent Hawkins conducted a roll call vote. Voting Aye: Directors Keil, Williams, Gornick, Van Loo, and Bullock.

MOTION CARRIED

**6. Consideration of Agreement for Government Affairs Services with Thorn Run Partners**

Interim General Manager Albert overviewed the services provided by Thorn Run Partners and the proposed agreement.

Treasurer Gornick moved to approve the General Manager to sign a Personal Services Agreement for Government Affairs Services with Thorn Run Partners, LLC. beginning July 1, 2024. Director Bullock seconded. Plant Superintendent Hawkins conducted a roll call vote. Voting Aye: Directors Keil, Williams, Gornick, Van Loo, and Bullock.

MOTION CARRIED

**7. Presentation of Quarterly Capital Projects Report**

Interim General Manager Albert detailed the Quarterly Capital Projects Report highlighting ongoing projects.

The Board asked clarifying questions.

**8. Consideration of Resolution No. 2024-0028 Approving a FY 2024 Budget Transfer**

Finance Director Stevens summarized the proposed budget transfer.

Vice Chair Williams moved to adopt Resolution No. 2024-0028 amending the fiscal year 2023-2024 Adopted Budget as presented. Treasurer Gornick seconded. Plant Superintendent Hawkins conducted a roll call vote. Voting Aye: Directors Keil, Williams, Gornick, Van Loo, and Bullock.

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MOTION CARRIED

**9. Business from the Board**

Director Van Loo reported on the State of the County event.

Vice Chair Williams requested staff to consider alternate format options for customer mailings.

Chair Keil provided an update on the appointment of a General Manager.

**10. Department Reports**

The Management Team provided highlights from their written reports.

The Board asked clarifying questions.

Sherry French, CRW President, thanked regional partnerships during the time their Plant was down.

**11. Recess to Executive Session**

Chair Keil recessed to executive session at 6:46 p.m. under ORS 192.660(2)(f) to consider information or records that are exempt by law from public inspection.

**12. Adjourn Executive Session**

Chair Keil adjourned the executive session at 7:04 p.m.

No decisions were made as a result of the executive session.

**13. Adjourn Meeting**

Chair Keil adjourned the meeting at 7:05 p.m.

Respectfully submitted,

*Susan Keil*

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Susan Keil  
Chair, Board of Directors

Date: 7/8/2024

*Kevin Williams*

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Kevin Williams  
Vice Chair, Board of Directors

Date: 6/20/2024