



PUD BOARD MEETING MINUTES

July 21, 2020

Board meeting called to order at 5:30pm by Mike Elmore.

PRESENT:

Mike Elmore, Marla Skroch, Ralph Browning, Karla Proffitt, Wendy Shoptaw, Jeb Miller, and Tom Peachey.

APPROVAL OF MINUTES AND AGENDA: Minutes approved as presented.

GUESTS: None

PUBLIC COMMENTS: None

ENGINEER OF RECORD REPORT:

- 1) City Site Team Meeting: The City has initiated a Zoom meeting style for the Site Team meetings. No CWPUD projects were on the last agenda.
- 2) Tenneson's office remains closed. Recently we have begun to schedule more in person meetings. We have also seen some public bodies begin to hold regular meetings.
- 3) Development projects have seemed to slow down. Public agency review, processing and recording time frames have increased. Some public agencies have begun to re-open.
- 4) Whispering Pines Estates: Phase 4 construction plans have been completed and issued for agency review, including the District Manager. Phase 4 consisting of the final 11 lots is scheduled to be constructed this year.
- 5) Hostetler Street Waterline Replacement: Project design nearing completion. Conducted a project walkthrough with the District Manager, discussed location, service connections, mainline connections and finalized size to be 8".
- 6) Petersons Mobile Village Waterline Upgrade Project: No new work, need to complete scoping discussions with owner and District Manager for this water line upgrade project.
- 7) No other new projects have come up within the PUD.

FINANCIAL REPORTS: None

DISTRICT MANAGER'S REPORT:

The manager has been in contact with Tim Tice from OAWU regarding the Water Conservation and management program, but not since the Covid 19 issue. I will be contacting Tim in the beginning of August to get that ball rolling and wrap that issue up soon.

Continental who does our billing software has issued us \$2100.00 due to the implementation process taking so long to get the new UMS program going on. The manager sent emails out to the management staff saying that there processes of implementation where not of professional status and we should have been up and running by now. Haley will be working with them during billing and we should be up and running by August.

Soon as the heat has settled down, the crew will be back to installing meters and getting the last two routes done. The whole system will have new meters at that point.

SDIS the Districts insurance provider has its annual Safety and Security Grant going on and we plan to have a new gate installed at the shop on Pomona Street. We have applied for this the last two years and received the grant. The existing gate has been falling off track during heavy winds, so this would be a must needed upgrade.

Employee evaluations are coming up since it is a new fiscal year. The manager has talked to the employee's and they would like for their raise this year to reflect a percentage on retirement. With discussion with the Board, the decision to give the employees a 3% rate increase on retirement or on wages. The motion was made by Marla Skroch and Seconded by Wendy Shoptaw, 4 ayes and 0 nays.

That concluded the District Manager's report.

OLD BUSINESS: None

NEW BUSINESS: None

TRAINING CLASSES AND SEMINARS:

William Van Ek and Rick Saldivar will be attending the OAWU conference at Seaside Oregon August 17, 2020 thru August 21, 2020.

Board Comments:

With no further business, the motion was made by Ralph Browning and seconded by Marla Skroch to adjourn the meeting 4 ayes, 0 nays.

Submitted By: 
Jeb Miller, District Manager

Approved as to content at regular meeting held August 18, 2020.

By: 
Mike Elmore, President Board of Director