

WEST SLOPE WATER DISTRICT
Regular Board of Commissioners Meeting
December 16, 2020
Meeting Summary

CALL TO ORDER

Present on Virtual Meeting: Chair Charles Conrad; Commissioners `Paul Schuler, Andy Smith, and Carol Wild

Management Staff: Michael Grimm, General Manager; Lucy Dawes, Finance & Customer Service Manager

Absent: Commissioner Michael Hoffman

Public: None present

1.0 – CALL TO ORDER

Chair Conrad called to order the regular meeting of the West Slope Water District Board of Commissioners at 5:00 P.M., Wednesday, December 16, 2020. The meeting was held through Zoom remote teleconferencing technology. The public was made aware of the meeting through the District’s website (agenda posted on website with the login information).

2.0 - PUBLIC COMMENTS/COMMUNICATIONS

No public comments or communications were received by the District directed for the Board.

3.0 – CONSENT AGENDA

Commissioner Schuler asked for Agenda Item 3.4 to be removed from the Consent Agenda. Commissioner Wild requested Agenda Item 3.8 to also be removed from the Consent Agenda. Commissioner Wild made a motion to approve Consent Agenda Items 3.1 through 3.3 and 3.5 through 3.7. Commissioner Schuler seconded the motion, and the motion was approved unanimously. Commissioner Wild asked about removing former Commissioners from the list of authorized check signatures on the District’s Columbia Bank account. Ms. Dawes explained the District several years ago added all Commissioners and the General Manager to the list of authorized signatures. Currently, two of those Commissioners are no longer on the Board, and District staff are reevaluating the wisdom of having all five Commissioners listed if only two or three are necessary. Ms. Dawes commented that to be listed, each authorized signer would have to furnish specific personal information to Columbia Bank such as a Social Security Number and the number of a credit card account. Current Commissioners listed as signers are Mr. Hoffman and Mr. Conrad. Ms. Wild, Mr. Schuler, and Mr. Smith are not listed as signers. The General Manager is listed as well. Commissioner Wild asked about the wisdom of having all Board members listed as signers. *Note: A resolution was passed (03-2017 on August 16, 2017)*

following the resignation of former Commissioner Davis from the Board which authorized the remaining four Commissioners, removed Jerry Arnold, and added Michael Grimm, General Manager, as designated signers. However, no policy was established directing which Commissioner(s) should be authorized signers. Mr. Grimm commented that multiple authorized signatures give the District flexibility in case a Commissioner leaves the Board with relatively little warning. Processes used by other Districts appear to vary by entity, but at minimum most Districts have one staff member (usually the General Manager) and two elected officials as authorized signers. The Board agreed to leave the list of authorized signers as is and revisit the issue as Commissioners leave the Board. Commissioner Schuler asked if McClure and Sons, Inc. (MSI) has cashed the \$6,446.99 check from the District for the final payment less liquidated damages on the Green Tank project. Mr. Grimm responded MSI has not cashed the check and has not responded to the last few letters, emails, and phone messages from the District about the final payment. Commissioner Wild moved to approve Agenda Items 3.4 and 3.8. The motion was seconded by Commissioner Schuler, and the motion passed unanimously.

4.0 – DISTRICT ACTIVITIES

4.1 – General Managers Report

Mr. Grimm stated the FCS Group has begun work to create the new water rate model for the City of Portland with the water managers advisory board as “interested overseers”. The 19 wholesale customers and Portland will come together for a meeting in late January to review the work already accomplished and what the next steps for FCS and the water utilities. The District’s legal counsel are reviewing the Memorandum of Understanding that will bring all 19 wholesale customers and the City of Portland together to agree to sunset the existing wholesale water sales agreement and pursue the creation of a new agreement that will fit the needs, principles, and desired outcomes of today’s water environment. Portland Water Bureau staff remain concerned and cautiously optimistic about the reaction of the City Council toward Water Bureau regarding equity among its consultants. Kari Duncan, currently the water treatment manager for the City of Lake Oswego has been selected by the Rockwood Water PUD Board of Commissioners to replace Brian Stahl as their General Manager. Ms. Duncan will be a tremendous asset to RWPUD as well as valuable partner to the Water Managers Advisory Board. Commissioner Smith inquired about the equity issues between the City and the FCS Group. Mr. Grimm responded the issue was not over the FCS contract but with the large engineering design contracts for the water filtration plant project. Commissioner Wild asked if bringing up Portland’s issues of equity in consultant selection is to inform this Board about potential hurdles the new City Council may have to overcome, and Mr. Grimm affirmatively confirmed Commissioner Wild’s comments. Mr. Grimm also mentioned the District is working with Tualatin Valley Water District (TVWD) to switch our fire flow service for the Target store at 107th and 109th from TVWD’s Washington County Supply Line (WCSL) and on to the District’s own distribution system. The service change is motivated by TVWD needing to shut down that portion of the WCSL in October 2021. Both Districts are looking into a joint cost-share arrangement for the work to switch the service to West Slope. Mr. Grimm also stated the District has completed an Exposure Risk Assessment and Infection Control Plan for the Covid-19 virus thanks to the District’s Safety Coordinator Gary Pline. Chair Conrad asked if the District’s employees would be considered “essential workers” to be in line for Covid-19 vaccines. Mr. Grimm stated water utility workers are identified as “1B status” for vaccines. The State and the County have not completed a prioritized list of 1B employees to receive the vaccine. Commissioner Smith asked if utilities have discussed creating a policy for receiving the vaccine. Mr. Grimm stated at this point it is unclear if entities can obligate employees to receive the vaccine or even if they will require employees to receive the vaccine when it is available. Commissioner Wild wondered if there would be restrictions to travel (domestically or

internationally) for people refusing to receive the vaccine. Mr. Grimm acknowledged that is a great question without a current answer.

4.2 – Budget Committee – Member Selection

Mr. Grimm shared the only Budget Committee member with a term that expires at the end of 2020 is Ramesh Krishnamurthy, and the General Manager’s recommendation to the Board is to offer another three-year term as a Budget Committee member to Mr. Krishnamurthy. Commissioner Wild stated she would like to see Mr. Krishnamurthy remain on the Budget Committee, and Commissioners Smith and Schuler agreed. Commissioner Smith asked about the timing of the Budget Committee members wondering if this process should be initiated sooner. Mr. Grimm stated the process traditionally starts in December knowing the District will not need to engage the Budget Committee until April with the presentation of the proposed budget. Ms. Dawes concurred.

5.0 – COMMISSIONERS COMMUNICATION

Chair Conrad confirmed no Commissioners attended any outside meetings as a representative of the Board, and the Board had no other topics to be addressed at this meeting. There were no other items raised by the Board for future meetings, and the Board’s consensus was today’s meeting went well.

6.0 – EXECUTIVE SESSION

Chair Conrad suspended the regular meeting at 5:45 PM to enter into Executive Session to discuss the evaluation process of the General Manager. The Board entered into Executive Session at 5:46 PM and then returned to the regular session at 5:58 PM. No decisions were made or votes taken on any issue during the Executive Session.

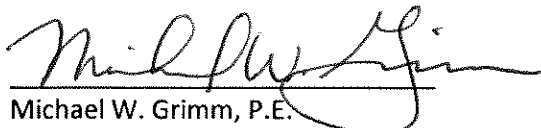
The Board resumed the regular meeting at 5:59 PM.

7.0 - ADJOURNMENT

Chair Conrad thanked the Board for their service through the difficult year and wished all in attendance a Merry Christmas and Happy Holidays. There being no further business to discuss, Commissioner Schuler moved to adjourn the meeting. Commissioner Wild seconded the motion, and it was approved unanimously. Chair Conrad adjourned the December 16, 2020 Regular Board of Commissioners meeting at 6:12 PM.

Respectfully Submitted,

Approved:


Michael W. Grimm, P.E.
Acting Secretary

