

WEST SLOPE WATER DISTRICT

Regular Board of Commissioners Meeting

April 15, 2015

Meeting Summary

CALL TO ORDER

Present: Commissioners Charlie Conrad, Donna Davis, Bruce Hellebuyck, Bob Rieck, and Noel Reiersen
Management Staff: General Manager, Jerry Arnold; Finance and Customer Service Manager, Heidi Starks

Chair Donna Davis called the Regular meeting of the West Slope Water District Board of Commissioners to order at 5 P.M., Wednesday, April 15, 2015.

PUBLIC COMMENTS/COMMUNICATIONS

No members of the public were present and there was no public communications.

CONSENT AGENDA

Following a brief discussion, Commissioner Hellebuyck made a motion the consent agenda be approved as presented. Commissioner Reiersen seconded the motion and it was approved unanimously.

APPOVAL OF THE GENERAL MANAGERS AGREEMENT

Mr. Arnold noted the District will prorate administrative leave for the month of May and June and allow it to be carried over in to fiscal year 2015-2016. The notes regarding prior commitments can be discussed later. The contract is effective April 30, 2015 to ensure Mr. Grimm and his family are covered by health insurance beginning May 1.

Commissioner Reiersen made a motion to authorize Chair Davis to execute the agreement. Commissioner Conrad seconded the motion and it was approved unanimously.

Mr. Arnold presented his letter of resignation as required by his employment agreement and will correct the spelling error.

MONTHLY PROJECTED VS ACTUAL FINANCIAL SUMMARY

Manager Arnold reviewed projected revenue vs actual. Year-to-date actual revenue is 1% above projected. Actual expenses are 5.5% less than projected.

DISTRICT ACTIVITIES

Mr. Arnold reported GC Systems, assisted by District staff, recently completed the annual presentative maintenance to the pressure reducing valves (PRVs). Daniel Gridinar and his wife are the proud parents of a baby girl. A "meet and greet" lunch has been arranged for staff and Mr. Grimm for Monday, April 20. Mike's first day will be Monday, May 4. Manager Arnold accepted an invitation to speak at the West Slope Neighborhood Association. Typically, he is invited once a year to give an update on what has been happening in the District.

Ms. Starks reported that as the President of the Oregon Government Finance Officers Association (GFOA) she will be representing Oregon GFOA at the Alaska GFOA conference in Fairbanks. Her expenses will be paid by the Oregon GFOA. The budget has been prepared and will receive some final polish, prior to being published on the website. Bound and collated copies of the budget will be provided to Board members, Budget Committee members and staff. Ms. Starks invited Board members to meet with her or call prior to the Budget Committee meeting, if they wish to discuss the budget in more depth or have questions. As in past years, she will meet with Budget Committee members prior to the Budget Committee meeting. Mr. Arnold and/or Mr. Grimm may also be in attendance.

In response to Commissioner Reiersen, Ms. Starks said she and Mr. Arnold had discussed the website staff directory and decided on a couple of different options due to our small staff size and the desire to make sure emails didn't sit for an extended period of time, if one of us is out of the office. The first was a form for leak adjustments; another is construction info; and the third is to contact the webmaster (Ms. Starks) for generic questions. A brief discussion followed about whether or not Board members name should appear on the site. It was the consensus of those present the staff directory be deleted.

Commissioner Rieck proposed the Board meet informally with Mr. Grimm during the first month of employment. It was the consensus of those present the Board meet with Mike on May 6, from 11 am to 1 pm for a "meet and greet" and to review a proposed work plan (to be developed over the next week or two).

Mr. Shropshire arrived.

ADJOURNMENT

There being no further business to discuss Chair Davis asked for a motion for the Regular meeting be adjourned followed by an executive session with District counsel. Commissioner Conrad moved the meeting be adjourned. Commissioner Rieck seconded the motion and it was approved unanimously.

Chair Davis adjourned the April 15, 2015 Regular Board of Commissioners meeting at 5:40 P.M.

EXECUTIVE SESSION

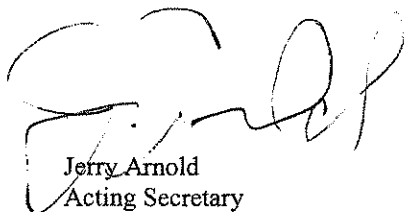
Chair Davis called an Executive Session of the Board at 5:42 P.M. under ORS 192.660 (2) (h) to consult with legal counsel concerning the legal right and duties of a public body with regard to current litigation or litigation likely to be filed; ORS 192.660 (2) (f) and ORS 192.502 (9) to consider information or records that are exempt for public inspection.

ADJOURN EXECUTIVE SESSION

Commissioner Conrad made a motion to adjourn the Executive Session. Commissioner Hellebuyck seconded the motion and it was approved unanimously.

Chair Davis adjourned the meeting at 6:23 P.M.

Respectfully Submitted,



Jeffrey Arnold
Acting Secretary

Approved:

