

**PACIFIC CITY JWSA BOARD OF DIRECTORS  
SPECIAL MEETING MINUTES**

December 10, 2015

Chair McVicker called the December 10, 2015, special meeting to order at 11:07 AM in the Authority's meeting room.

Directors Present: Carolyn McVicker, Sean Lambert, and Anne Price (via phone). Sean Carlton was absent.

Guests Present: Julius Jortner

Staff Present: Tony Owen

**RESOLUTION 15-06 AUTHORIZING INTERIM FUNDING**

**Motion**

Director Price moved to approve Resolution No. 15-06 Authorizing Interim Funding. Director Lambert seconded, and the motion carried unanimously.

**MIXING ZONE STUDY**

Mr. Owen said that a couple phases of the Mixing Zone Study had been completed; the remaining phase needed to be finished at a cost of \$71,100 due to the timing with the permit renewal and DEQ requirements.

Discussion ensued about the river bottom survey and the timeframe for completion of the study.

**Motion**

Director Price moved to authorize Parametrix to proceed with the Scope of Work - Phase 15 on the Mixing Zone Study for the Wastewater Treatment Plant Upgrade. Director Lambert seconded, and the motion carried unanimously.

**BOARD VACANCY**

Discussion ensued regarding the timing and process for filling the Board vacancy. The Board chose to proceed with advertising the position with a closing date of December 31, 2016, with the option of re-issuing if adequate response is not received.

**INSURANCE RENEWAL – CRIME COVERAGE**

Mr. Owen reported that the insurance renewal was due by the end of the month and a decision was needed regarding amount of Crime Coverage to add to the policy. Discussion followed and the Board decided on \$500,000 Crime Coverage.

## UNSCHEDULED

### GUEST QUESTIONS AND COMMENTS

Mr. Jortner asked when the next meeting was scheduled. Chair McVicker answered with January 5, 2016 at 5 PM in the Authority's meeting room.

Mr. Jortner asked how the \$8+ million loan was going to be paid. Mr. Owen answered that it would be through rate increases because it was a revenue bond.

Mr. Jortner asked if the rate increase would be by hookup or based on water usage. Mr. Owen responded that the Board was still looking into that. Chair McVicker said that staff would be running analysis on different options.

Chair McVicker asked the Board to consider for discussion at the next meeting whether or not to hold another public meeting, and if so, when, and what format.

Chair McVicker adjourned the special meeting at 11:32 AM.

The PCJWSA Board of Directors approved these minutes on February 16, 2016, by the following votes:

Aye\_\_\_\_\_ Nay\_\_\_\_\_ Abstain\_\_\_\_\_ Absent\_\_\_\_\_

ATTEST:

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Carolyn McVicker, Chair

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Tony Owen, Authority Manager