

PACIFIC CITY JWSA BOARD OF DIRECTORS
BUSINESS MEETING MINUTES

July 11, 2023

Chair Donohue started the Business Meeting in person at KCC and virtually through Microsoft Teams. Chair reviewed rules of conduct, rules read.

Directors Present: (In Person) Tom Donohue, Anne Price, and Kathleen Starostka. (Virtually) Cameron Gogas. Sean Carlton was absent.

Guests Present:

Staff Present (In person): John Wesely. Staff Present (Virtually): Rachelle DeLoe, Jeb Pippenger, Robert Pippenger, Leonard Whiteman.

Chair Donohue called to order the monthly business meeting at 5:12 PM

MINUTES

Oath of Office for Chair Donohue and Director Starostka were completed.

6/13/2023 Business Meeting Minutes

Director Gogas said there needs to be a correction, that he was there virtually on 6/13/2023.

Motion

Director Price moved to approve the minutes of the 6/13/2023 Business Meeting with correction. Director Starostka seconded, and the motion was carried unanimously.

FINANCIAL REPORT

A. Accounts Payable 6/15 and 6/30/2023

Director Gogas asked questions about AP

Motion

Director Starostka moved to approve the accounts payable for 6/15 and 6/30/2023. Director Price seconded, and the motion was carried unanimously.

B. Fiscal Year 22/23

No comments

MANAGERS REPORT

Mr. Wesely gave a summary of the Manager Report. Subjects discussed were Water Rights, Update about the Rueppell Project, Temporary Labor Position.

UNFINISHED BUSINESS

A. Kiawanda Community Center A/V Proposal

Mr. Wesely gave an update and informed the Board that he spoke with Jeanette about considering a donation to be applied to the A/V System. KCC paid for half of the system cost. We could donate to KCC, and to consider giving us a price break on our meeting fees, she will bring it up to the KCC board. Director Donohue said we will wait to make a decision until we hear what Jeanette comes back with.

B. Employee Handbook Revision

Mr. Wesely explained the revisions. Discussed was workman's comp, Paid Oregon Leave Program, Addition of the Day after Thanksgiving Holiday Day and the addition of the Roth IRA option in our retirement program. Discussion about the Harassment Policy.

Director Donohue said that he would like to make all the changes that John had presented. I suggest that we approve them today and use an extra months' time to look at the extra documents that were sent about Harassment.

Director Gogas said he did not have enough time to go through it.

Motion

Chair Donohue moved to approve the information that was sent out in the original board packet, not the harassment information. Director Price seconded, and the motion was carried with 3 ayes and 1 Nay (Director Gogas).

NEW BUSINESS

A. Additional Full Time Operator Proposal

Mr. Wesely said this is a OIT position, gives reasons why this is needed. He wants the boards input.

Discussion ensued about adding an OIT Position. Director Carlton gave a statement of support via email dated 7-9-2023.

Motion

Chair Price moved to support Johns proposal to add an additional OIT to the staff. Director Starostka seconded, and the motion was carried with 3 ayes and 1 Nay (Director Gogas).

B. 4–10-hour work week

Mr. Wesely explained how this would work for the Authority. It was agreed that a 6-month trial period would be appropriate, with support from the board.

GUEST QUESTIONS AND COMMENTS

No questions or comments

CHAIRMAN/DIRECTOR COMMENTS

Director Donohue said that he is pleased with how well things are running at the Authority, thanks to Johns leadership.

Mr. Wesely said there was another employee that received another certificate.

Director Starostka asked what’s the term of office for Officers on the board? The answer is 2 years.

Director Price dittoed Director Donohue’s comments.

Adjourn the meeting at 6:19PM.

The PCJWSA Board of Directors approved these minutes on August 8, 2023, by the following votes:

Aye_____ Nay_____ Abstain_____ Absent_____

ATTEST:

Tom Donohue, Chairman of the Board

John Wesely, Authority Manager