

PACIFIC CITY JWSA BOARD OF DIRECTORS
BUSINESS MEETING MINUTES

April 9, 2024

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, Sean Carlton, Cameron Gogas and Kathleen Starostka.

Guests Present: David Sears, Stephanie Starostka Welch. Tim Hirsch arrived at 5:06pm

Staff Present: (In Person) John Wesely, (Virtually): Jeb Pippenger and Rachelle DeLoe

Chair Donohue called to order the monthly business meeting at 5:00 PM

BUSINESS MEETING MINUTES (02:45)

3/12/2024 Business Meeting Minutes

Motion

Director Price moved to approve the 3/12/2024 Business Meeting Minutes as amended. Director Carlton seconded, and the motion was carried unanimously.

FINANCIAL REPORT (02:24)

A. Accounts Payable 3/15 and 3/31/2024

Director Gogas asked questions. Rachelle and Mr. Wesely answered the questions. Chair Donohue asked a question about blocks. Mr. Wesely answered the question.

Motion

Director Price moved to approve the accounts payable for 3/15 and 3/31/2024. Director Starostka seconded, and the motion was carried unanimously.

B. Fiscal Year 23/24

Chair Donohue asked if we are on Budget. Mr. Wesely said one category was a little over budget, the rest were under budget.

MANAGERS REPORT (09:53)

Mr. Wesely gave a summary of the Managers Report.

Subjects mentioned:

1. Update on the Rueppell Project.
2. Lift station upgrades for Beachy and Madrona are completed. Roger and Cindy are the next 2 to do. Discussion ensued.
3. Maintenance of the BLM trail. Community service possibly getting done by the class of 2025 from NHS and Bros and Hoes. Discussion ensued.
4. Charles Conant has left us and taken a position in Fairbanks Alaska. We have already replaced him with an employee named Luis, and he started today. Discussion ensued.

UNFINISHED BUSINESS (26:08)

A. Resolution 24-XXX

Chair Donohue discussed the resolution and how to move forward. Discussion ensued about the resolution. The board requested that Mr. Wesely forward the resolution to legal and HR counsel for review.

2 new policies we are considering relating to the Authority in general that includes Employees and Board Members.

Chair Donohue explained these policies. Discussion ensued. Investigation procedures will be separated out, Authority Manager being one, Employee to Employee being two, and Employee to Board Member being third.

B. Wage Survey Update

Mr. Wesely gave an update and explained the challenges. It was suggested that we reach out to a college to have an intern do the survey. Kathy offered to help John, if needed.

NEW BUSINESS (01:15:30)

A. BLM Property Trail Closure

Mr. Wesely discussed pros and cons. Discussion ensued. Mr. Wesely was given a lot of ideas of how to maintain the trail, he will look into it.

B. STCEVC Emergency Supply Shed Proposal

Mr. Wesely explained what this was. They erect disaster emergency supply sheds at their own expense, and they have approached us with 2 possible locations (100K and 300K reservoirs). Mr. Wesely supports this effort. Q&A led by Stepanie Starostka Welch and David Sears from South Tillamook County Emergency Volunteer Corps (STCEVC).

C. Fiscal Year 24/25 Budget Calendar

Chair Donohue suggested to be published on our website May 7th. Mr. Wesely asked if anyone had any issues with the dates. No issues noted.

GUEST QUESTIONS AND COMMENTS (02 :10 :00)

Tim Hirsch asked a question about the trail. Mr. Wesely answered his question. Discussion ensued.

CHAIRMAN/DIRECTOR COMMENTS (02:14:45)

Director Donohue asked Mr. Wesely to give Mr. Conant our very best wishes.

Director Price asked if anyone had read the news and risk management review from SDAO, article on Public Meeting Law. There is a training for Board members in Public Meeting Law and it will be required that you take the training once during their term in office.

Director Price also talked about switching to a gov domain for protection of data. SDAO is strongly suggesting that websites go to this domain for their protection.

Director Gogas asked if we are still looking for water leaks. Mr. Wesely answered the question.

Director Donohue said at the last SDAO conference, water loss due to water leaks was a major topic. The average % is 15%.

Director Gogas asked about updating and painting the fire hydrants. Mr. Wesely answered the question.

Adjourn the meeting at 7:20PM.

The PCJWSA Board of Directors approved these minutes on May 14, 2024, by the following votes:

Aye_____ Nay_____ Abstain_____ Absent_____

ATTEST:

Tom Donohue, Chairman of the Board

John Wesely, Authority Manager