

PACIFIC CITY JWSA BOARD OF DIRECTORS  
BUSINESS MEETING MINUTES

December 5, 2006

Chairman Kellow called the meeting to order at 5:00 pm, in the Authority's meeting room.

Directors present were George Baumgardner, Jack Brooks, and Doug Olson. Dick Carter was absent.

Guests present were Betty Robinson, Carolyn McVicker, Larry Rouse, Walter Kostrikin, Jeff Schons, Mary Jones and Jack Doyle.

Staff Present: Tony Owen, Ray Cloud and Michelle Hughes

**MINUTES:**

A. 11/7/07 Business Meeting Minutes.

**Motion**

Director Brooks moved to approve the 11/07/06 Business Meeting Minutes. Director Baumgardner seconded, and the motion carried with four ayes.

B. 11/21/06 Special Meeting Minutes.

**Motion**

Director Brooks moved to approve 11/21/06 Special Meeting Minutes. Director Olson seconded, and the motion carried with four ayes.

**FINANCIAL REPORT**

A. Accounts Payable: 11/15, 11/29 and 12/05/06.

**Motion**

Director Brooks moved to approve the payables for 11/15, 11/29 and 12/05/06. The motion was seconded by Director Olson, and carried with four ayes.

B. Fiscal Year 2006-2007

As presented

## **MANAGER'S REPORT**

Mr. Owen reported that the Ella lift station electrical panel was damaged during the flood. Mr. Owen continued that to prevent further damage the panel needs to be raised three feet and will cost approximately \$3,450.00.

### **Motion**

Director Brooks moved to authorize the Authority Manager to proceed with the project of lifting the panel three feet. The motion was seconded by Director Olson, and carried with four ayes.

Mr. Owen said as part of the elections process the Board of Directors need to determine the results of the election in writing to Tassi O'Neal.

### **Motion**

Director Baumgardner moved to officially determine the result of the election as provided by Ms. O'Neal. The motion was seconded by Director Olson, and carried with four ayes.

Mr. Owen said that the Ridge Road project needs engineering and asked the Board if the PCJWSA engineers should complete this or allow HLB Engineers who are already involved in the project to complete it. Mr. Owen suggested that PCJWSA get quotes on this work and if done by an outside firm have Parametrix approve it. Director Kellow asked if the lot owners were required to reimburse PCJWSA and Mr. Owen replied in the affirmative. After further discussion Mr. Owen was directed to seek bids from HLB and Parametrix for engineering the Ridge Road project.

## **UNFINISHED BUSINESS**

### **A. Pacific Sunset Development**

Mr. Owen stated that he had completed his portion of the bond conditions and Tom Nielsen should have his portion completed in the morning so it can be sent to the attorney.

## **NEW BUSINESS**

### **A. Seawatch Availability**

Mr. Owen reported that in February of 2005 an availability letter was issued for the Seawatch Development which expires February 2007. Mr. Owen continued that Phase I was completed earlier this year and Seawatch is requesting an extension to February 2009 of the availability letter to complete Phase II and Phase III.

**Motion**

Director Brooks moved to authorize a two year extension of the original availability letter to Seawatch Development. The motion was seconded by Director Olson, and carried with four ayes.

**B. Request for Waiver of Sewer SDCS – Nestucca Valley Presbyterian Church**

Mr. Owen stated that the Nestucca Valley Presbyterian Church sent a letter requesting a waiver of the SDC fee for sewer and waivers have been granted in the past to nonprofit organizations.

**Motion**

Director Brooks moved to authorize the waiver of the sewer SDC fee to Nestucca Presbyterian Church. The motion was seconded by Director Baumgardner, and carried with four ayes.

**GUEST QUESTIONS AND COMMENTS**

Mr. Rouse asked what under votes were in an election and Director Olson explained that they were ballots turned in with neither a no or yes marked.

Mr. Kostrikin asked what the Board's opinion was as to why the bond levy was voted down. Chairman Kellow responded that he thought the meeting turn outs were poorly attended, there wasn't sufficient coverage and there were five money measures on the ballot. Director Olson responded that the Board could have done a better job marketing the bond. Mr. Doyle asked about the board's next move and discussion followed regarding the vote results, the increase in the water CIC and putting the Bond Levy on the next Election Ballot in May 2007.

Mr. Kostrikin asked what the increase in water CIC fees were to pay and Mr. Owen responded the Brooten/Resort waterline. Discussion followed relating to the replacement of the Brooten/Resort waterline and the PCJWSA Master Plan.

Mr. Kostrikin asked about the well situation and Chairman Kellow and Mr. Owen responded with a history of the PCJWSA water supply.

Ms. McVicker asked about the \$2.50 increase in water CIC and how much that covers of the \$900,000.00 and Mr. Owen responded that it would only cover the interest debt for the remainder of fiscal year 2007. Mr. Owen continued that to pay the rest of the debt the water CIC would have to go up another \$4.50 or \$5.00 per month on July 1, 2007 as the PCJWSA annual payments will be about \$100,000.00.

Ms. McVicker asked to set a date for the community meeting in January and after discussion it was determined that January 23<sup>rd</sup> be set for the community meeting at 6:00 pm at the Kiawanda Community Center with an Advisory/Board meeting on January 9, 2007.

**UNSCHEDULED**

Mr. Tom Rasch stated that on the 21<sup>st</sup> of November there was a meeting to address the Sunset Development project and it voted to accept a performance bond. Mr. Rasch continued that two weeks have passed with no receipt of the conditions of the bond. Chairman Kellow replied that it is currently in the works and should be done by the end of the week. Mr. Rasch asked if the availability letter would be completed as soon as the bond is provided and Mr. Owen replied in the affirmative.

Mr. Owen said that there were two properties within the boundaries that previously had not been approved for water because of low pressure. Mr. Owen continued that since the construction of the Sea Watch Development these lots can now be provided with water and availability letters could be issued. Mr. Owen reported that the two lots are 4S10 30DB 06100 and 06200 and requested the Boards approval for water availability letters.

**Motion**

Director Brooks moved to approve lots 4S10 30DB 016100 and 06200 for water availability letters. The motion was seconded by Director Baumgardner, and carried with four ayes.

**CHAIRMAN/DIRECTOR COMMENTS**

Director Olson asked about the personnel review of the Authority Manager and asked to have it on the next agenda.

Chairman Kellow adjourned the meeting at 5:48 pm.

The PCJWSA Board of Directors approved these minutes on December 5, 2006 by the following votes:

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

ATTEST:

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Doug Kellow, Chairman

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Tony Owen, Authority Manager