

PACIFIC CITY JWSA BOARD OF DIRECTORS  
BUSINESS MEETING MINUTES

October 7, 2008

Chairman Kellow called the October 2008 business meeting to order at 5:00 PM, in the Authority's meeting room.

Directors present were Doug Kellow, Doug Olson, Dick Carter, Larry Rouse and Carolyn McVicker.

Guests Present: Betty Robinson, Ielean Rouse and Tim Hirsch

Staff Present: Ray Cloud

**MINUTES:**

A. 09/02/08 Business Meeting Minutes

Director Olson asked if Director Kellow's name should be listed in the Directors Present area.

**Motion**

Director Olson moved to approve the 09/02/08 Business Meeting Minutes with the correction. Director McVicker seconded, and the motion carried with five ayes.

**FINANCIAL REPORT**

A. Accounts Payable: 09/12, 09/23, 09/29 and 10/07/08.

**Motion**

Director Rouse moved to approve the payables for 09/12, 09/23, 09/29 and 10/07/08. Director Carter seconded, and the motion carried with five ayes.

B. Fiscal Year 2008 – 2009

As presented

**MANAGER'S REPORT**

Mr. Owen reported that the Pacific City Tsunami drill on September 23, 2008 was a very positive exercise for PCJWSA. Discussion ensued regarding the amount of time available and all of the staff was in their respective spots without issue. Director Olson asked Mr. Owen to contact Gordon McCraw, Tillamook County Emergency Response, regarding the drill and results.

Mr. Owen stated that the workshop on September 23, 2008 with the Board of Directors and Parametrix was time well spent. Mr. Owen continued that the general consensus was to proceed with updating the Master Plans cost estimates and adjust SDC's accordingly.

Mr. Owen asked the Board of Directors to declare the television purchased in 2001 as surplus and donate it to the Library Thrift Store.

**Motion**

Director Carter moved to declare the television purchased in 2001 as surplus and donate it to the Library Thrift Store. Director McVicker seconded, and the motion carried with five ayes.

Mr. Owen asked the Board of Directors to declare the 10" HDPE pipe used for the Wonderland valve bypass as surplus and dispose of it.

**Motion**

Director Carter moved to declare the 10" HDPE pipe used for the Wonderland valve bypass as surplus and dispose of it. Director McVicker seconded, and the motion carried with five ayes.

Mr. Owen said that SDAO was offering to limit the rate increases to a maximum of 3% for the three year period 2009-2011 and issue a longevity credit of \$4,863.00 if we continued in the same program PCJWSA is currently in.

**Motion**

Director Rouse moved to authorize the Authority Manager to accept the 3% maximum increase cap and longevity credit and stay with the program three years. Director Carter seconded, and the motion carried with five ayes.

Mr. Owen stated that he was recommending a change and clarification to the "Overtime" payment portion in order to alleviate any confusion. Mr. Owen pointed out that overtime is handled differently for public employees than it is for other workers. Director Olson asked if it had been forward to counsel for approval. Mr. Owen stated that ORS 653.628 states this very clearly. Director Carter suggested that the policy state "According to ORS 653.628". Discussion ensued until a motion was made.

**Motion**

Director Rouse moved to modify the PCJWSA Personnel Policies and Procedures Manual in regards to "Overtime" pursuant to ORS 653.628. Director Carter seconded, and the motion carried with five ayes.

Mr. Owen said he had received a request from the CPAC Lighting Committee asking PCJWSA to contribute financially to the "shielding" of the area (barn) lights that are currently in inventory. Director McVicker gave an overview of the lights in question. Ielean Rouse stated that she was the Chair of the CPAC Light Committee and informed the Board of Directors that the committee has been after for about one and a half years. Mrs. Rouse continued by giving an overview of the committee and the monthly meetings that are held.

Mr. Owen reported that the cost would be \$528.00 and it is not specifically budgeted for but could be absorbed if the Board decides to approve the request. Mr. Owen continued that if it is approved it should be done because it is an overall benefit to the community and that the Lighting Committee understand that PCHWSA cannot afford to convert the existing cobra-head lights to “Dark Sky Compliant”.

**Motion**

Director Olson moved to defer a decision until the CPAC Lighting Committee to survey other small communities and to supply the Board with additional information. Director Rouse seconded, and the motion carried with four ayes. There was one abstain.

**UNFINISHED BUSINESS**

A. Horn Creek

Mr. Owen said that there was no additional news to report at this time.

B. Beaver Property – ODOT

Mr. Owen stated that PCJWSA received payment from ODOT for the purchase the Beaver property for a slow moving vehicle turn out.

C. BLM

Mr. Owen said he was in the process of preparing a letter to CPAC, The County Commissioners and BLM. Mr. Owen continued that he had had a conversation with Brad Keller, BLM Manager in Tillamook about the property and explained what PCJWSA was considering. Mr. Owen said Mr. Keller did not express and concerns and wants PCJWSA to take its time evaluating its needs, but would like negotiations to begin this winter.

**NEW BUSINESS**

**GUEST QUESTIONS AND COMMENTS**

**UNSCHEDULED**

**RECESS FOR EXECUTIVE SESSION**

Chairman Kellow stated that the meeting would recess for an Executive Session under ORS 192.660(2) Authority Manager evaluation and (i) Real estate and (j) Acquisition of public assets.

**RECONVENE**

Chairman Kellow reconvened the regular session at 6:02 pm.

**CHAIRMAN/DIRECTOR COMMENTS**

Director Kellow adjourned the regular meeting at 6:05 PM.

The PCJWSA Board of Directors approved these minutes on November 4, 2008 by the following votes:

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

ATTEST:

\_\_\_\_\_  
Doug Kellow, Chairman

\_\_\_\_\_  
Tony Owen, Authority Manager