

PACIFIC CITY JWSA BOARD OF DIRECTORS
BUSINESS MEETING MINUTES

November 4, 2008

Chairman Kellow called the November 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, Anne Price, George Baumgardner and Tim Hirsch

Staff Present: Ray Cloud

MINUTES:

A. 09/29/08 Workshop Meeting Minutes

Director Rouse stated that he was concerned with the last paragraph on page 3 reading that PCJWSA was on time with the project. Mr. Olson replied that the paragraph read correctly. Mr. Owen said Mr. Nielsen was referring to the design of the building being 60% complete by the end of October not the entire project.

Motion

Director Rouse moved to approve the 09/29/08 Workshop Meeting Minutes with clarification in these minutes. Director Carter seconded, and the motion carried with five ayes.

B. 10/07/08 Business Meeting Minutes

Motion

Director Olson moved to approve the 10/07/08 Business Meeting Minutes. Director Rouse seconded, and the motion carried with five ayes.

C. 10/14/08 Special Meeting Minutes

Motion

Director Olson moved to approve the 10/14/08 Special Meeting Minutes. Director McVicker seconded, and the motion carried with four ayes, one abstention.

FINANCIAL REPORT

A. Accounts Payable: 10/14, 10/28 and 11/04/08.

Motion

Director Rouse moved to approve the payables for 10/14, 10/28 and 11/04/08. Director Olson seconded, and the motion carried with five ayes.

B. Fiscal Year 2008 – 2009

As presented

MANAGER'S REPORT

Mr. Owen reported that some small water lines would be replaced with larger ones to improve supply and pressure; one of which was on 3rd and Camp during October. Mr. Owen continued that that the area of Hill, Brooten South, Stephen and Roger Avenue has about 70 homes served with one 2" water line that will be replaced with an 8" water line.

Mr. Owen said that in light of Horn Creek, along with conservation and future growth issues it was time to start evaluating an automatic meter read (AMR) system. Mr. Owen continued that he is in the process of interviewing and researching different meter manufacturers. Mr. Owen added that this would also be an appropriate time to start discussions of charging customers for new meters installed as other districts do.

Mr. Owen stated that the meeting on October 21, 2008 with the Advisory Committee was very productive with a substantial amount of information discussed.

Mr. Owen reported that in the October meeting there was a request from the CPAC Lighting Committee to have PCJWSA financially contribute to the shielding of the town's barn lights. Mr. Owen noted the discussion was tabled until more information was available. Director McVicker gave a report of the information gathered since the last meeting and upon contacting other towns in Tillamook County it appeared that they were also moving in the dark sky direction. Discussion ensued regarding the lights and Director Olson asked if Tillamook PUD would install the shields. Director McVicker replied in the affirmative.

Motion

Director Olson moved to authorize PCJWSA contribute \$528.00, one time, to have Tillamook PUD replace the light shields on the barn lights in Pacific City. Director Carter seconded, and the motion carried with four ayes and one abstention.

UNFINISHED BUSINESS

A. Horn Creek

Mr. Owen said that there another issue had arisen with Horn Creek. Mr. Owen reviewed the electrical issues with the site and stated that he had a conversation with Tom Nielsen of Parametrix asking him to prepare a list of all potential future pitfalls of which PCJWSA should be aware. Mr. Owen gave an overview of the issue list and various outside agencies involved. Mr. Owen said that he asked Mr. Nielsen to schedule a meeting with all of the agencies at one time in the next two weeks to discuss the permitting and issues outstanding. Mr. Owen said he would keep the Board of Directors abreast of the progress.

Mr. Owen said that a letter was written to Parametrix from the Board of Directors stating their concerns in the planning and engineering of Horn Creek. Discussion ensued until the letter was approved and signed to be mailed.

NEW BUSINESS

None

GUEST QUESTIONS AND COMMENTS

None

RECESS FOR EXECUTIVE SESSION

Chairman Kellow stated that the meeting would recess for an Executive Session under ORS 192.660(2) Authority Manager Evaluation.

RECONVENE

Chairman Kellow reconvened the regular session at 6:11 pm.

Motion

Director Carter moved to increase the Authority Manager's salary by 10% retroactive to July 1, 2008. Director Olson seconded, and the motion carried with five ayes.

UNSCHEDULED

Director Rouse commended Director Olson for his part in the purchase of the property on Pacific Avenue.

CHAIRMAN/DIRECTOR COMMENTS

Director Kellow adjourned the regular meeting at 6:18 PM.

The PCJWSA Board of Directors approved these minutes on December 2, 2008 by the following votes:

Aye_____ Nay_____ Abstain_____ Absent_____

ATTEST:

Doug Kellow, Chairman

Tony Owen, Authority Manager