

PACIFIC CITY JWSA BOARD OF DIRECTORS  
BUSINESS MEETING MINUTES

May 5, 2009

Chairman Kellow called the May 2009 business meeting to order at 5:00 PM, in the Authority's meeting room.

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

Guests present were Betty Robinson, George Baumgardner.

Staff present was Tony Owen and Michelle Hughes

**MINUTES:**

A. 04/07/09 Business Meeting Minutes

**Motion**

Director Rouse moved to approve the 04/07/09 Business Meeting Minutes. Director Carter seconded, and the motion carried with five ayes.

**FINANCIAL REPORT**

A. Accounts Payable: 04/14, 04/28 and 05/05/09.

**Motion**

Director McVicker moved to approve the payables for 04/14, 04/28 and 05/05/2009. Director Price seconded, and the motion carried with five ayes.

B. Fiscal Year 2008 – 2009

As presented.

**MANAGER'S REPORT**

Mr. Owen said that the website had been updated with the exception of the board members updated biographies which he requested.

Director Rouse asked if the issue of the trespasser on the Beaver property was resolved and Mr. Owen replied that a letter was mailed with no response.

## **UNFINISHED BUSINESS**

### **A. Horn Creek**

Mr. Owen stated that the equipment bids for the Horn Creek project are due on May 18, 2009 at 2:00 PM. Mr. Owen continued that the construction bids for Horn Creek are due May 20, 2009 at 3:00 PM and Board members should be present for opening. Mr. Owen requested a workshop on the morning of the 21<sup>st</sup> at 10:00 AM to discuss the open bids and hopefully come to a resolution.

Mr. Owen said that the cost documents have been received from PUD for their portion of the work which is \$110,000.00. Mr. Owen continued that one of the pieces in the equipment portion of the project that PUD needs has a lead time of 14 – 16 weeks. Mr. Owen asked the board if they wanted to wait until the bids were opened before signing the purchase documents or sign them now. Director Carter replied to sign them now with the board concurring. Director Rouse asked if the two weeks was too long to wait and Mr. Owen responded that two weeks was important with the small window of construction.

Mr. Owen said that he talked with the Hurliman's regarding the easements and it has been decided that a blanket easement to install the piping, water treatment plant, in water treatment and wetland mitigations for construction as well as operation would be issued. When the project is complete there will be a new easement drawn up showing the total impact on their property and a resolution of compensation.

Mr. Owen said he wanted to address Amendment 5 from Parametrix and to update the board on the engineering costs. Mr. Owen continued that so far PCJWSA has spent over \$200,000.00 in natural resources issues. Mr. Owen added that the Coho issue cost \$100,000.00. Mr. Owen gave the board a breakdown of the 5.3 million dollars available and the engineer's estimates of 4 million for construction and 900 thousand for equipment.

Mr. Owen said that the Horn Creek pre bid meeting was on May 4, 2009 with standing room only which could bode well for PCJWSA receiving a lower bid than the engineers estimate.

Discussion continued regarding the Horn Creek project with emphasis on the difference between open trenching and directional drilling including the \$300,000.00 difference in cost.

### **B. Airport Lift Station**

Mr. Owen reported that the geo-technical drilling and core sampling was completed on April 29, 2009. Mr. Owen continued that the initial soil analysis was better than expected

with compacted sand and gravel. Mr. Owen said that soils sampling went down 80' but he expects that the installation of pilings will still be required.

#### C. BLM Property

Mr. Owen said that the application to BLM was submitted on April 17, 2009.

#### D. 09/10 Budget

Mr. Owen asked if there were any questions regarding the preliminary budget. Mr. Owen continued that the budget message was more sobering than in the past and gave an overview of the budget. Mr. Owen noted that the days of PCJWSA not raising rates annually may very well be behind. Mr. Owen said that one of the major items included was a million dollar flex lease in the 005 Fund for Horn Creek which he felt should be changed to two million dollars. Mr. Owen reported that the service debt would be paid for with an increase CIC charges.

Director Carter asked about the personnel payroll brackets report and if Mr. Owen ever envisioned that Mr. Owen would ever have employees in the position of Operator III and Lead Operator? Mr. Owen responded that the payroll brackets were set up with criteria that if an employee could prove that they could fill the position and get the certifications that they would be moved up. Mr. Owen continued that employees have moved up in payroll brackets. Director Carter asked if there were ever two employees at the same time in the position of Operator II and Mr. Owen said that potentially it was possible but not at this time.

### **NEW BUSINESS**

None

### **GUEST QUESTIONS AND COMMENTS**

None

### **UNSCHEDULED**

Director Rouse reported that one of his neighbors called and informed him that there was a property in the heights where there has been 17 cars parked out front. Director Rouse stated that he felt that this was no longer a residence but a commercial property and should be billed water and sewer as such. Mr. Rouse continued that it was his opinion that all short term rentals should be charged commercial water and sewer rates. Mr. Owen said that if commercial properties were discovered their rates were changed to commercial.

Director Carter said that this was discussed before and it was hard to determine whether or not each location was a business or not. Director Carter thought that the only way to

determine this was to look at their income tax return and see if rental income/expenses were included and that wouldn't happen. Discussion continued.

**CHAIRMAN/DIRECTOR COMMENTS**

None

Director Kellow adjourned the regular meeting at 5:50 PM.

The PCJWSA Board of Directors approved these minutes on June 2, 2009 by the following votes:

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

ATTEST:

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

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