

PACIFIC CITY JWSA BOARD OF DIRECTORS
BUSINESS MEETING MINUTES

January 12, 2010

Chairman Kellow called the January 2010 business meeting to order at 5:00 PM, in the Authority's meeting room.

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

Guests present were Betty Robinson, George Baumgardner, Dave Baxter, Don Sheeley and Howard Goodman

Staff present was Tony Owen, Ray Cloud and Ray Browning

MINUTES:

A. 12/01/09 Business Meeting Minutes

Motion

Director McVicker moved to approve the 12/01/09 Business Meeting Minutes. Director Kellow seconded, and the motion carried with two ayes and one abstention.

FINANCIAL REPORT

A. Accounts Payable: 12/11, 12/28/2009 and 1/12/2010.

Motion

Director Price moved to approve the payables for 12/11, 12/28/2009 and 1/12/2010. Director McVicker seconded, and the motion carried with three ayes.

B. Fiscal Year 2009 - 2010

As presented.

GUEST SPEAKER

Chairman Kellow introduced Mr. Alex Sifford of the Nestucca, Neskowin and Sand Lake Watersheds Council. Mr. Sifford stated that the Watersheds council is reaching out to all of the districts in Tillamook South County to inform the public of their goals and explore ways for possible joint public involvement activities. Mr. Sifford gave a dissertation of the Councils 2009 accomplishments. Mr. Sifford continued with educational materials that the Council provides.

MANAGER'S REPORT

Mr. Owen reported that the leaking pressure sewer line at the intersection of Pacific and Cape Kiwanda has been bypassed and a new 8" force main installed in its place. Mr. Owen continued that the work on the lift station had not been completed.

Mr. Owen said that the cold weather in December created numerous issues for PCJWSA including the shutting off of close to 100 water services with various forms of breaks. Mr. Owen continued that it brought to the fore the policy that PCJWSA has had in place for decades in regards to the operation of the angle meter stops in the meter boxes. Mr. Owen continued that the PCJWSA policy states the only people authorized to operate the meter stops are the employees of the Authority. Mr. Owen said that PCJWSA has always encouraged customers to have their own shut off valve downstream of the meter. Mr. Owen reminded the board that a few years ago the Authority started putting locks on the meters either in the open or closed position. Mr. Owen gave a demonstration of various meters currently installed. Discussion ensued with the pros and cons of locking on and off meters and other methods of having customers not operate PCJWSA angle meter stops.

UNFINISHED BUSINESS

A. Horn Creek

Mr. Owen stated that the 12" water main tie-in for Horn Creek had been completed on Reddekopp Road. Mr. Owen also said that the 16" concrete slab re-bar mats had been installed as well as the electrical conduits and depending on weather Laskey-Clifton would pour the 16" slab on the 12th or 13th. Mr. Owen continued that equipment continues to arrive, making storage a concern so he rented a heated storage unit at Nestucca Ridge Storage.

B. Airport Lift Station

Mr. Owen said he had received 90% drawings but had not reviewed them along with the engineering cost overruns.

C. BLM Land

Mr. Owen reported that he had an impromptu meeting with Brad Keller and Steve Small late in December. Mr. Keller retired and Mr. Small is replacing him on an interim basis (120 days) until a new manager is hired. Mr. Owen stated that Mr. Small had been assigned the responsibility of getting an updated management plan for Director McVicker and himself to review.

D. SDC Schedule

Mr. Owen said that he would like to schedule a joint meeting of the Advisory Committee and Board of Directors to discuss SDC rates increases. Mr. Owen continued that during this meeting multiple use buildings should be addressed because of the loss of revenue. Discussion ensued

regarding SDC's and water rates. Mr. Sheeley asked if the meetings were public and Chairman Kellow answered in the affirmative.

NEW BUSINESS

A. Appoint Budget Officer for Fiscal Year 2010 – 2011

Motion

Chairman Kellow moved to nominate Tony Owen as Budget Officer for fiscal year 2010 – 2011. Director Price seconded. Chairman Kellow asked for further nominations. Upon receiving none Chairman Kellow closed the nominations and the motion carried with three ayes.

GUEST QUESTIONS AND COMMENTS

None

UNSCHEDULED

None

CHAIRMAN/DIRECTOR COMMENTS

None

Director Kellow adjourned the regular meeting at 6:03 PM.

The PCJWSA Board of Directors approved these minutes on February 2, 2010 by the following votes:

Aye_____ Nay_____ Abstain_____ Absent_____

ATTEST:

Doug Kellow, Chairman

Tony Owen, Authority Manager