

PACIFIC CITY JWSA BOARD OF DIRECTORS  
BUSINESS MEETING MINUTES

April 14, 2026

Vice Chair Starostka called to order the Monthly Business Meeting at 5:00 PM

Vice Chair Starostka started the Business Meeting in person at KCC Meeting Room and virtually through Microsoft Teams reviewed rules of conduct, rules read.

Directors Present: (In Person) Max Shoemaker, Dan Doyle, Kathleen Starostka and LuAnn Anderson. Tom Donohue was absent.

Guests Present: (In Person) Tim Hirsch

Staff Present: (In Person) John Wesely, Rachelle DeLoe, (via teams) Jeb Pippenger

**MEETING MINUTES (01:20)**

3-10-2026 Business Meeting Minutes.

**Motion**

Director Anderson moved to approve the 3-10-2026 Business Meeting Minutes. Director Shoemaker seconded.

Chair Donohue	Aye	___	Nay	___	Abstain	___	Absent	<u>X</u>
Director Starostka	Aye	<u>X</u>	Nay	___	Abstain	___	Absent	___
Director Shoemaker	Aye	<u>X</u>	Nay	___	Abstain	___	Absent	___
Director Anderson	Aye	<u>X</u>	Nay	___	Abstain	___	Absent	___
Director Doyle	Aye	<u>X</u>	Nay	___	Abstain	___	Absent	___

The motion was carried with 4 ayes and 1 absent.

**FINANCIAL REPORT (01:58)**

A. Accounts Payable 3/15/2026, 3/16/2026 and 3/31/2025

Director Anderson asked a question about the auditor fee. Ms. DeLoe answered the question.

**Motion**

Director Anderson moved to approve the accounts payable for 3/15/2026, 3/16/2026 and 3/31/2025. Director Doyle seconded.

Chair Donohue	Aye	___	Nay	___	Abstain	___	Absent	<u>X</u>
Director Starostka	Aye	<u>X</u>	Nay	___	Abstain	___	Absent	___
Director Shoemaker	Aye	<u>X</u>	Nay	___	Abstain	___	Absent	___
Director Anderson	Aye	<u>X</u>	Nay	___	Abstain	___	Absent	___

Director Doyle      Aye   X      Nay \_\_\_\_\_    Abstain \_\_\_\_\_    Absent \_\_\_\_\_  
The motion was carried with 4 ayes and 1 absent.

**B. Fiscal Year 25/26 (03:40)**

Director Starostka asked if we are on target. Ms. DeLoe answered the question. Discussion ensued.

**MANAGER’S REPORT (04:33)**

Mr. Wesely gave a summary of the Managers Report.

Subjects mentioned:

1.           SDC 6 water, 6 sewer, should get more before price increase.
2.           Unaccounted for water. 1.3 million gallons. PCJ will replace mechanical meter at Horn Creek due to inaccurate readings. Discussion ensued.
3.           Budget Committee Members, SDAO regulations including 3-year terms and compensation. Discussion ensued.
4.           North Brooten Water Main project update. John will attend more meetings to talk about this to the community.
5.           Generator Enclosure Project update.
6.           2 employees received certifications in the month of March.

**UNFINISHED BUSINESS (37:15)**

1. 600K Reservoir Radio Tower Proposals - Update

**NEW BUSINESS (45:00)**

1. Parts Purchase for Cloth Media Filter Maintenance

**Motion**

Director Anderson moved to approve the purchase of one new cloth media filter for the amount of \$30256.64 from Viola. Director Shoemaker seconded.

Chair Donohue      Aye \_\_\_\_\_    Nay \_\_\_\_\_    Abstain \_\_\_\_\_    Absent   X    
Director Starostka    Aye   X      Nay \_\_\_\_\_    Abstain \_\_\_\_\_    Absent \_\_\_\_\_  
Director Shoemaker    Aye   X      Nay \_\_\_\_\_    Abstain \_\_\_\_\_    Absent \_\_\_\_\_  
Director Anderson    Aye   X      Nay \_\_\_\_\_    Abstain \_\_\_\_\_    Absent \_\_\_\_\_  
Director Doyle        Aye   X      Nay \_\_\_\_\_    Abstain \_\_\_\_\_    Absent \_\_\_\_\_

The motion was carried with 4 ayes and 1 absent.

2. Delinquent Account Write-Off Request - Discussion ensued.

**Motion**

Director Doyle moved to approve writing off the 3 delinquent accounts totaling the amount of 1,705.15. Director Anderson seconded.

Chair Donohue	Aye_____	Nay_____	Abstain_____	Absent__X__
Director Starostka	Aye__X__	Nay_____	Abstain_____	Absent_____
Director Shoemaker	Aye__X__	Nay_____	Abstain_____	Absent_____
Director Anderson	Aye__X__	Nay_____	Abstain_____	Absent_____
Director Doyle	Aye__X__	Nay_____	Abstain_____	Absent_____

The motion was carried with 4 ayes and 1 absent.

3. New Wastewater Discharge Permit Requirements – Mr. Wesely explained this permit and how parameters changed.

4. New SDIS Employee Dental Benefit Offering – Ms. DeLoe explained benefit about Orthodontia

**Motion**

Director Anderson moved to include the orthodontia coverage in the dental plan for the amount of \$183/mo. and 3/31/2025. Director Shoemaker seconded.

Chair Donohue	Aye__	Nay_____	Abstain_____	Absent__X__
Director Starostka	Aye__X__	Nay_____	Abstain_____	Absent_____
Director Shoemaker	Aye__X__	Nay_____	Abstain_____	Absent_____
Director Anderson	Aye__X__	Nay_____	Abstain_____	Absent_____
Director Doyle	Aye__X__	Nay_____	Abstain_____	Absent_____

The motion was carried with 4 ayes and 1 absent.

**GUEST QUESTIONS AND COMMENTS (01:14:47)**

Mr. Pippenger made a comment about the disk filters to give the board a little bit of history on the subject.

**Chair/Director Comments (01:15)**

none.

The meeting adjourned at 6:15PM.

The PCJWSA Board of Directors approved these minutes on May 12, 2026, by the following votes:

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

ATTEST:

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Tom Donohue, Chairman of the Board

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John Wesely, Authority Manager