

PACIFIC CITY JWSA BOARD OF DIRECTORS  
BUSINESS MEETING MINUTES

February 13, 2024

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

Directors Present: (In Person) Tom Donohue, Anne Price, Kathleen Starostka, Sean Carlton and Cameron Gogas (came in at 5:10pm).

Guests Present: 6:13pm Bill and Kyle Howard came in

Staff Present: (In Person) John Wesely, (Virtually): Jeb Pippenger and Rachelle DeLoe

Chair Donohue called to order the monthly business meeting at 5:01 PM

**BUSINESS MEETING MINUTES (02:15)**

1/9/2024 Business Meeting Minutes

Mr. Wesely had a correction.

**Motion**

Director Price moved to approve the 1/9/2024 Business Meeting Minutes as amended. Director Carlton seconded, and the motion was carried with 5 ayes.

**FINANCIAL REPORT (05:07)**

A. Accounts Payable 1/15 and 1/31/2024

No comments

**Motion**

Director Starostka moved to approve the accounts payable for 1/15 and 1/31/2024. Director Price seconded, and the motion was carried with 5 ayes.

B. Fiscal Year 23/24

No comments

**MANAGERS REPORT (06:17)**

Mr. Wesely gave a summary of the Manager Report.

Subjects mentioned:

1. The Master Plan Meeting is a go, the Sun did an article on it.
2. Work being done on Rueppell Ave., discussion ensued.
3. A recordable safety incident happened in January. Discussion ensued.
4. We now have the new electrical panels for Beachy and Madrona. No permits needed for floodway. Next 2 will be in the floodway Cindy and Rogers will be next, Woods will be a different animal and we will work on scheduling that for next year. We should get 4 of them done this year. Discussion ensued.

#### **UNFINISHED BUSINESS (18:40)**

- A. BLM Property Trail

Chair Donohue asked about verbiage on signs. Mr. Wesely explained how he came up with the verbiage. Discussion ensued about the trail and the maintenance of it.

#### **NEW BUSINESS (26:20)**

- A. Resolution 24-01 Public contracting and purchasing

Mr. Wesely explained the revised statutes and ORS's. Also explained changes made to the Resolution and why.

#### **Motion**

Director Price moved to approve Resolution 24-01 in the matter of adopting public contracting and purchasing policies and procedures, rescinds Resolution 21-03. Director Starostka seconded, and the motion was carried with 5 ayes.

- B. Resolutions 24-02 and 24-03

Chair Donohue explained that these are resolutions that they (himself, Director Carlton, and Mr. Wesely) have been working on for 6-8 months. Resolution 24-02 is in the matter of adopting amendment to PCJWSA Resolution 17-03 Exhibit A in creating a new investigative policy for a complaint against a PCJWSA Employee or member of the Board of Directors, and Harassment and Inappropriate Behavior Policy. Discussion ensued about proposed Resolutions. Chair Donohue will investigate when you must go into Executive Session and will follow up on Contractors being included in policy. Once drafts are complete, they will go to the HR Consultant. This has been tabled until the next meeting.

- C. Oregon State University/Portland State University Micro Plastics Study

Mr. Wesley discussed the study and PCJWSA's participation in this study. Discussion Ensued.

#### **GUEST QUESTIONS AND COMMENTS (01 :08 :01)**

Bill Howard from Earthworks Excavation said that they had done some paving today and will pave the next couple days if the weather is good.

**CHAIRMAN/DIRECTOR COMMENTS (01:11:00)**

Chair Donohue let everyone know that he attended a SDAO conference in Seaside. Gave overview of 4 Legislative actions happening.

Director Starostka asked for sign in sheet for meetings so that names are correct in minutes. Mr. Wesely will bring a sign in sheet for the meetings.

Adjourn the meeting at 6:25PM.

The PCJWSA Board of Directors approved these minutes on March 12, 2024, by the following votes:

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

ATTEST:

\_\_\_\_\_  
Tom Donohue, Chairman of the Board

\_\_\_\_\_  
John Wesely, Authority Manager