

SOUTH FORK WATER BOARD
MINUTES OF BOARD MEETING
May 9, 2013

Board Members Present: John Kovash, West Linn Mayor, Chair
Doug Neeley, Oregon City Mayor, Vice Chair
Rocky Smith, Oregon City Commissioner
Jody Carson, West Linn Councilor
Mike Jones, West Linn Councilor

Board Members Absent: Betty Mumm, Oregon City Commissioner

Staff Present: John Collins, SFWB General Manager
Christopher Crean, SFWB Legal Counsel

Others Present: None

General Board Meeting

(1) **Call to Order**

Chair Kovash called the meeting of the South Fork Water Board to order at 6:05 p.m.

(2) **Public Comments**

There were none.

(3) **Consent Agenda**

(A). Approval of the Minutes of the February 14, 2013 Board Meeting

Board Member Jones moved to approve the Consent Agenda. Board Member Carson seconded the motion, which passed unanimously.

(4) **Public Hearing – Resolution 13-02**

Adoption of Fiscal Year 2013/14 Approved Budget

Chair Kovash opened the hearing at 6:06 p.m. and called for public testimony. Seeing none, he closed public hearing at 6:06 p.m.

Board Member Carson asked if the error noted during the discussion had been corrected in the final budget figures.

John Collins, General Manager, answered yes, all the appropriate corrections have been made. The amended pages would be provided to the Board once the budget was adopted.

Board Member Carson moved to adopt the Budget for Fiscal Year 2013/14, Resolution 13-02. The motion was seconded by Vice Chair Neeley and passed unanimously.

(5) **Business from the Manager**

1) “Value of Tap Water” Brochure

John Collins, SFWB General Manager, noted the brochure distributed to the Board that was created by the Clackamas River Water Providers (CRWP). The brochure does an excellent job of discussing the value of public drinking water with regard to the economy, quality of life, etc. Both Oregon City and West Linn supported distributing the brochure via their utility bills. Collectively, all the water utilities favor inserting the brochures in utility bills. Printing the utility bill inserts would be paid for by CRWP. He asked the Board's consent for SFWB to cover any shortage, which he anticipated could be about \$2,500 or \$3,500 depending on the size of the printing order and CRWP's contribution amount. If the cost shortage exceeds his \$5,000 discretionary spending limit, he would return for the Board's consideration and approval. West Linn's Assistant City Manager, Kirstin Wyatt, said the brochure may be included in the utility bills. About 100,000 copies would be printed, but on different paper stock which would significantly reduce cost.

Chair Kovash noted the information provided in the brochure was especially timely for West Linn.

Mr. Collins agreed the message is critical and credited Christine Hollenbeck, CRWP's public outreach person, who was the driver behind the brochure.

2) AWWA ACE Reminder June 8th – 14th

John Collins, SFWB General Manager, reminded that Chair Kovash, Board Member Carson and himself would be attending the AWWA conference in June.

3) June SFWB Meeting Cancellation

John Collins, SFWB General Manager, noted now that the budget was adopted, there was no need to hold a June meeting. The Board concurred.

(6) **Business from the Board**

Board Member Smith noted his evaluation of the General Manager had been emailed to Chair Kovash.

(7) **Executive Session –Adjourn regular meeting and convene Executive Session.**

The May 9, 2013 regular meeting of the South Fork Water Board adjourned at 6:15 p.m.

- a. To review and evaluate, pursuant to standards, criteria, and policy directive adopted by the South Fork Water Board, the employment related performance of the General manager pursuant to ORS 192.660(2)(i).
- b. To consider information or records that are exempt by law from public inspection pursuant to ORS 192.660 (2)(f).
- c. To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed pursuant to ORS 192.660 (2)(h).

(8) **Reconvene Regular Meeting if needed to take any action necessary as determined in Executive Session.**

Chair Kovash reconvened the regular meeting of the South Fork Water Board at 7:01 p.m.

Board Member Smith moved to adjust the General Manager's salary, granting a 2% COLA increase, a 3% merit increase, and a \$200 per month mileage compensation with trips of 100 miles or more compensated at the IRS mileage rate, effective July 1, 2013. Board Member Carson seconded the motion, which passed unanimously. MOTION CARRIED 5-0. Ayes: Kovash, Neeley, Carson, Smith, Jones; Nays: None.

Chair Kovash adjourned the regular meeting of the South Fork Water Board at 7:02 p.m.

Respectfully Submitted,

By Paula Pinyerd, ABC Transcription Services, Inc.
for John Collins, SFWB General Manager