

RAINBOW WATER DISTRICT BOARD MEETING

Date: July 12, 2023

Time: 5:30 PM

Place: Rainbow Water District Office/Virtual

BOARD MEMBERS PRESENT IN PERSON:	Marla Casley, Doug Keeler, Mary Beth Wilson, and Lou Allocco
BOARD MEMBERS ABSENT:	Jim McLaughlin
BUDGET COMMITTEE IN PERSON:	James Burrington
STAFF PRESENT:	Jamie Porter, Jodi Sanders, and Eric Carlson

Doug Keeler opened the Board Meeting at 5:30 pm.

AGENDA REVIEW

None

REVIEW ITEMS

1. The minutes from the June 14, 2023, Rainbow Board Meeting and Rate Hearing were presented for approval. Jodi noted that there was an error in the check numbers and that has been corrected. Lou Allocco moved to approve the minutes as amended. Marla Casley seconded the motion. Motion passed 4-0.
2. The minutes for the June 29, 2023, Special Session Board meeting were presented for approval. Lou Allocco moved to approve the minutes as presented. Marla Casley seconded the motion. Motion passed 4-0.
3. The financial reports for June 2023 were presented for approval. Marla Casley moved to accept the financial reports and pay the bills. Lou Allocco seconded the motion. Motion passed 4-0.
4. June 2023 Financial Report Review: Doug Keeler reviewed 3 transactions and approved the June 2023 audit trail report. The missing checks report for May 2023 was reviewed and approved, check numbers are 16875-16944 and there were no breaks in sequence. There are three new vendors noted, Tnemec, Consor, and Overton Safety Training.

BUSINESS FROM THE AUDIENCE

None

BUSINESS FROM THE BOARD

1. Mindy Kephart took the oath of office as a newly elected board member.
2. Board Member Elections – Lou Allocco stated that he would like to see Doug Keeler continue as Board President for the next year instead of automatically changing positions. Lou nominated the following board officers for FY 2023-24.

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President – Doug Keeler

Vice President – Marla Casley

Secretary/Treasurer – Lou Allocco

Board Member – Jim McLaughlin

Board member – Mindy Kephart

Mindy Kephart seconded the nomination. Nominations approved 4-0.

3. Mindy Kephart has been approved as a check signer by the Board and her paperwork will be processed with Key Bank.
4. Doug would like to provide some consistency in the annual Superintendent Review process. He would like to draft a procedural document that the Board can follow in the future. The Board supports this documentation and Doug will draft a document for Board Review.

BUSINESS FROM THE SUPERINTENDENT

1. Jamie reviewed the historical water usage graphs.
2. The communications plan implementation went well. There were not a lot of customer comments on the letter from the board and the follow-up communication.
3. The new website is live this month. There is the opportunity for customers to email the board members directly, and those communications will be monitored by Jamie to ensure a timely response.
4. The crew is working on reservoir maintenance. They are pressure washing and painting Kelly and Moe.
5. Jamie presented Resolution No. 2023-18 – A Resolution Authorizing Reimbursement to Springfield Utility Board for Weyerhaeuser Well No. 1 Rehabilitation. Doug Keeler moved to approve the resolution. Lou Allocco seconded the motion. Resolution passed 4-0.
6. Jamie presented Resolution No. 2023-19 – A Resolution Affirming and Appointing Budget Committee Members. Lou Allocco moved to approve the resolution. Marla Casley seconded the motion. Resolution passed 4-0.
7. Jamie presented Resolution No. 2023-20 – A Resolution Authorizing Extension of the Contract with Pauly, Rogers, and Company PC Auditors. Marla Casley moved to approve the resolution. Lou Allocco seconded the motion. Resolution passed 4-0.

The next board meeting will be held August 9, 2023.

The Board, Budget, and Staff Appreciation Dinner will be August 17, 2023, at Pine Ridge Golf Club.

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Doug Keeler adjourned the Board Meeting at 6:18 pm.

Doug Keeler opened the Executive Session at 6:29

Non-public executive session pursuant to ORS 40.225, ORS 192.660(2)(f), ORS 192.660(2)(h), and ORS 192.660(2)(i): attorney-client privilege; to consider information or records that are exempt by law from public inspection, including written advice from attorneys, and to consult with counsel concerning the legal rights and duties of a public body with regard to pending or potential litigation; to review and evaluate the employment-related performance of the chief executive officer.

Doug Keeler closed the Executive Session and reopened the Regular Session at 8:22 pm.

SUPERINTENDENT COLA AND EXTRA VALUE BONUS

Lou Allocco moved to award Jamie Porter, Superintendent, the 6.1% Cost of Living Adjustment (COLA) as approved in the 2023-2024 fiscal year budget and award an Extra Value Bonus of 15% of the 2022-2023 Total Contract Services Income of \$80,480, totaling \$12,072. Lou also noted that Jamie would award 10% of the 2022-2023 Total Contract Services Income as an Extra Value Bonus for staff to be distributed as per policy. Mindy Kephart seconded the motion. Motion passed 4-0.

The board meeting was adjourned at 8:23 pm.