

Scappoose Drainage Improvement Company Board of Directors Monthly Meeting
Minutes – August 1, 2024

President Hostettler called the meeting to order at 6:00 pm.

Present: Rob Hostettler, Karen Kessi, Amanda Hoyt, Gary Wheeler, Chase Christensen, Janell Greisen, Kyle Hoyt, Geoff Wenker, Jeff Condit (joined 6:01), Bob Salisbury (joined 6:01), Jeremy Jones (joined 6:01).

Board Member Absent: Megan Augeri

Public Comment: None

Agenda Approval: Karen moved to approve the agenda as presented. Gary seconded. Discussion, none. Motion passed with 4 votes.

Meeting Minutes Approval: The 6-4-24 and 6-6-24 meeting minutes were reviewed by Jeff Condit and suggested changes made prior to the meeting. The board reviewed the changes.

Karen moved to approve the minutes from 6-4-24, 6-6-24 and 7-11-24. Amanda seconded. No further discussion. Motion passed with 4 votes.

Presidents Message: None

Financials: See attached

Amanda moved to approve the Transaction List as presented and to transfer \$9,000 from the State Pool. Karen seconded. Discussion, none. Motion passed with 4 votes.

Manager's Report: See attached – Expanded discussion of various topics is below.

Field Operations: Evans Power Issue: Discussed the two options available: either to fix it, at a rough estimate of \$4,000-\$5,000, or to replace it with buried conduit and new wire cable by PUD and Jobin Construction. Chase showed the PUD map and location of lines to the pump. There was also discussion of where the funds would come from, either from the budget's unanticipated expenses or savings. The amount in the budget for pumps is already designated for other projects. PUD's amount must be paid in full prior to installation. That amount is \$28,734.

Karen moved to authorize Chase, the General Manager, to execute repairs on the electrical supply line to the Evans using funds up to \$42,000 from unanticipated expenses and/or savings. Amanda seconded. No further discussion. Motion passed with 4 votes.

Amanda moved to transfer an additional \$30,000, today, from the State Pool to cover the PUD payment for the electrical supply line. No further discussion. Motion passed with 4 votes.

Rental: Karen spoke with Harlow and the walk through is scheduled for August 2, 2024, as it couldn't be done sooner. Chase may not be available for the walk through. Chase will reach out to Harlow on the protocol for coordinating with the tenant when the new line is installed as she may be without power for a day or two.

Upcoming Meeting: Jeff Condit reminded the board he won't be at the September meeting. The next meeting is September 12, 2024.

Master Calendar: The Board reviewed the online master calendar.

By-Laws: If there is any legislative impact, they will be updated before the annual meeting.

No internal Policy: No known updates are needed. It does appear in SharePoint for board review.

Action Items:

Amanda	State Pool transfer of \$39,000.
Chase or Rob	Rental Walk through with Harlow if available
Karen/Rob	Draft Critical Contact list.
Board Member	Meet the new City Manager

No further Public Comment.

The meeting was adjourned at 6:37 pm.

Attachments:

08-01-24 Agenda

08-01-24 P&L vs. Budget

08-01-24 P&L This vs. Last

08-01-24 Balance Sheet

08-01-24 Transaction List

08-01-24 Manager's Report

Approved by the Board of Directors on this date: 7/12/2024

Signature: 

Title Secretary