

Southwood Park Water District

Minutes for August 25, 2021

7:00 – Meeting called to order by Kelli Byrd, interim board co-chair.

- Board members present – Kelli Byrd, Jon Howell, Susan Weston and Eric Leatham. KC Rogers absent.
- Swore in Kelli Byrd. Will complete form at a later date.
- Checks reviewed and signed.
- Reports reviewed. Jon would like A/R report and will ask Hiland for it. Ziply amount increased to standard rate.
- Minutes of July 27, 2021 – Sue motioned to approve; Jon seconded. Passed 4-0.

Old Business:

- Past due accounts – Past due client from last month made a large payment. Other past due account paid \$50.
- Fire hydrant – Notified Hiland that we approved replacement. They ordered one from the factory and should have it in October. In the meantime, they tested it and it is in use for now.
- On Point transition. Dan indicates that all outstanding checks have cleared. Sue motioned to close Key Bank account and Jon seconded. Passed 3-1 with Kelli voting no.

New Business.

- Jon Howell – Eric motioned that we add Jon to the Onpoint accounts, Sue seconded. Passed 4-0. Will remove Randy at same time.
- 299 connections – Sue presented OAR 333-061 which states that we would need a cross connection control specialist on staff and a 20-year master plan prepared by a professional engineer registered in Oregon and submitted for review and approval if we have more than 299 connections. Sue will try to connect with the OAWU presenter from a few years ago for more information. Sue will contact Clackamas County to see what they are doing with this and the new zoning. Could also ask our attorney.
- 6141 SW Southwood – new information for May repair charge. Sue will forward Silas e-mails and photos and we will discuss next month. Discussion on bills and timing and more information is needed.
- Training – Sue attended the Tualatin Valley Water District Zoom call recently. WIFIA provides low interest loans and TVWD is using it for their new water treatment plant. New Infrastructure bill at US Congress would also provide grants to help with upgrades. Could use our senators and/or representatives for assistance. Would like everyone to report back to the whole board on future trainings or conferences that they attended, especially if the district paid for it. Sue will work on a policy for next month.
- Public Comments – Sue motioned that we limit comments to 3 minutes per person. Jon would like us to keep track of comments so that responses can be provided. An option would be to have the public complete a comment card during the meeting. Could also have web site accept comments / questions or people could send chair their questions ahead of time. Tabled for board to work on policy and discuss and vote on next month. Sue will work on proposal.
- AKS Engineering – last month John Christiansen discussed what his company does and answered questions. Kelli will obtain resumes from Olson and Pace and ask about charges.

Public Comment:

- 8 guests in attendance.
 - Questions ok during meeting? Likes public comments. Would like more items added to the website like the rate increase letter. Should have policy on breaks also and what to do and post on web site.
 - How long should leave things on the web site?
 - KC saved a part from the water break but unsure of what part. Consulting firm – should find out what they can do for us. Need official interpretation on possible effect of zoning changes.

Next meeting is September 22nd.

Adjourned at 8:14. Kelli moved to adjourn for executive session; Jon seconded. Passed 4-0.

Minutes by Eric Leatham.