

Southwood Park Water District

Minutes for November 3, 2021

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

- Met inside church and wearing masks.
- Board members present – Kelli Byrd, Jon Howell, Sue Weston, Whit Middlecoff and Eric Leatham.

New Business.

- Engineering Firm selection – AKS, Olson and Pace have visited our meetings to tell us what their firms do and how they can help us. Board members shared their observations on the three. Whit motioned that we hire Pace, Sue seconded, passed 5-0.
- Need CIP first and need to know time frame. Focus on needs now and “nice to haves” at a later time. Sue and Whit volunteered to be the lead. Will co-lead. Need to discuss decisions with the full board at a public meeting.
- More frequent meetings discussed last meeting. Kelli would like a pattern. 2nd and 4th Wednesdays. Do first one on Zoom? Kelli said it’s hard to reserve the church sometimes. 3-2 to have 2nd Wednesday be on Zoom and 4th Wednesday at church. Start in January.
- Michelle should come to every meeting. Kelli to talk to her. Eric is meeting with her tomorrow to discuss secretary duties.
- PGE – Sue called them again. Boundary issues take longer to investigate and could be another week or two. They changed us to Multnomah County in 2018. Will get fees refunded if that was an error.
- Old repairs – Sue researched and found a May 27, 2015 agenda item for a large break on lower 62nd caused by contractor error. The repair was paid by the contractor. Also found an issue with an estate and a water shut off. Sue motioned that we split the bill with them since there was no hard evidence that they caused the break, Eric seconded, vote 2-3, with Sue and Eric voting yes. Kelli motioned that we tell Hiland to bill the second half of the repair (concrete) and expect them to pay the full amount, Jon seconded. Passed 4-1 with Sue voting no. Jon will write a letter to them to discuss at next meeting.
- Insurance – Kelli asked Eric to handle renewal. Eric collected board member information as a first step in renewing.
- Security camera – Whit volunteered to monitor.
- Pump house locks – Whit volunteered to update codes. Kelli gave Whit the list of codes. Once updated, rest of board members would like a copy.

Public Comment:

- 4 guests in attendance.
 - Two meetings per month – Clarified that we are adding a work meeting to get more items done. 4th Wednesday will be regular meeting.
 - Wednesday is a conflict.
 - Likes idea of extra meeting on Zoom to not impose on church.
 - We should be willing to change rooms if they need this one.
 - Board is failing to acknowledge over billing on October bill. Increase was never officially acknowledged. Sue response - Board would have appreciated help in setting the proper timing of the rate increase. Board will work with Hiland to refund costs for last two weeks of August.
 - Bill was 3x higher due to a meter read wrong. Meters are read manually. They may have been training someone new. Kelli will contact them.

Next meeting is December 1st and then December 22nd.

Adjourned at 8:02. Whit moved to adjourn meeting, Sue seconded, passed 5-0.

Minutes by Eric Leatham.