

WEST SLOPE WATER DISTRICT
Regular Board of Commissioners Meeting
Wednesday, October 16, 2024
Meeting Summary

CALL TO ORDER

Present: Chair Ramesh Krishnamurthy; Commissioners Chris Eppler, Susan Meamber, Paul Schuler, and Andy Smith

Management Staff: Michael Grimm, General Manager

Absent: Wendy Irwin, Finance Manager

1.0 – CALL TO ORDER

Chair Krishnamurthy called to order the meeting of the West Slope Water District Board of Commissioners at 5:01 P.M., Wednesday, October 16, 2024. The meeting was held remotely through Zoom virtual meeting technology. The public was made aware of the meeting through the District’s website (the meeting agenda and Zoom meeting link were posted on the website).

2.0 - PUBLIC COMMENTS/COMMUNICATIONS

The District did not receive any public comments regarding agenda items or other issues for the Board to consider.

3.0 – CONSENT AGENDA

Commissioner Schuler made a motion to accept the Consent Agenda Items 3.2 through 3.8. Commissioner Meamber seconded the motion, and the motion passed unanimously (4-0). Chair Krishnamurthy asked to make a spelling correction to his name in the Meeting Summary Item 3.1. Commissioner Schuler made a motion to accept Consent Agenda 3.1. Commissioner Meamber seconded the motion, and the motion passed unanimously (4-0).

4.0 – DISTRICT ACTIVITIES

Commissioner Smith joined the meeting at 5:08 PM.

4.1 – General Manager’s Report: Mr. Grimm highlighted some key issues from the General Manager’s report:

Beaverton-Hillsdale Hwy Project: Mr. Grimm stated Emery & Sons responded to the District’s counteroffer for change orders with an offer that was even more unacceptable and would cost more money to the District than the original offer, including removing the liquidated damages from the offer and keeping the contractor on the pre-qualified contractors list. This latest offer is not in the best interest of the District. Chair Krishnamurthy asked about the downside to the District if the contractor does not want to come to an agreement with the District. Mr. Grimm

stated the District will continue to work with the contractor to find a reasonable and mutually agreeable solution. If the contractor chooses not to want to work with the District on future projects, the District would have other options. Commissioner Meamber asked what the likelihood is that the contractor will seek a claim against the District. Mr. Grimm stated that he did not know but hoped that they would not file a claim because their case is weak. Commissioner Meamber agreed that issuing a check and letting the contractor post the check was the best approach at this time.

SW Garden View Avenue Water Main Project: Staff is working with AKS and ODOT for the logistics and procedures for the crossing of Canyon Road. AKS will be sending 100% plans for the District to review and approve within the next few weeks.

Water System Master Plan: Mr. Grimm shared that staff met with Josiah Close with HDR to discuss some final assumptions in the water rate model including a proposal for the District to continue to fund annual capital investments of roughly \$1.2 million. HDR will include the cost of Reservoir #4 from Grayling's preliminary engineering report (just under \$10 million) in the water rate model as well.

Revised Lead & Copper Rule – Customer Service Line (CSL) Inventory: The District has received approval and acceptance from OHA that the customer service line inventory is 100% non-lead. Staff will be working with 120Water to link their dashboard for the District to the District's web site.

4.2 – Finance Manager's Report: In Ms. Irwin's absence, Mr. Grimm shared that the auditors gave the District a clean opinion, and the annual financial report is nearly completed. HDR's Josiah Close will be working with the Board at their October 30 work session to present the draft water rate study report and explain how the new water rate structure will work. Mr. Grimm stated Ms. Irwin is working to update all staff position descriptions with each staff member as well as the Board policies and procedures document. Mr. Grimm shared that the District qualified for the SDAO Best Practices Program full 10% discount on the District's liability insurance.

4.3 – General Manager's Performance Evaluation Process Discussion: Mr. Grimm stated Judy Clarke would not be present at this meeting due to an important family matter. Mr. Grimm read an email from Ms. Clarke providing an option to the Board for determining a merit pay award process. Commissioner Meamber stated that she recalled Ms. Clarke stating she would assist the Board with determining the award process but it would be up to the Board to determine the limits of the merit range. Commissioner Meamber also expressed concern that Team HR, Inc. is a sole proprietor company versus HR Answers having multiple staff members with which to work, and that she believes trying to evaluate the General Manager based on the 15 projects in the General Manager's project summary Gantt chart is too many to review and that she is uncomfortable conducting the merit raise as has been done in the past citing that it feels like a negotiation process and the Board would benefit from input from HR Answers. Commissioner Eppler stated it would be best to discuss a more systematic approach based on potentially six of the 15 projects at the Board's November meeting. Commissioner Eppler agreed that HR Answers could provide some valuable input but stated that he would like Team HR, Inc. to continue to assist the Board with the overall review process. Mr. Grimm responded he believed that Team HR, Inc. would be able to frame the merit pay process for the Board assuming the Board decides what metrics the Board wants to be part of the evaluation process.

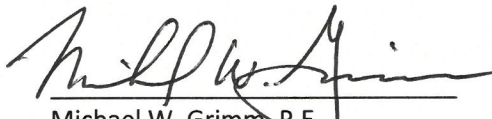
5.0 – COMMISSIONERS COMMUNICATIONS

Commissioner Schuler stated he attended the Regional Water Providers Consortium Executive Committee meeting representing the District and sent the meeting summary of the Consortium Board meeting to the District Commissioners. Commissioner Schuler also attended the WEFTEC annual conference as the WEF vice-president. There were no other topics or issues to be raised at this meeting. No future agenda items were suggested. The consensus of the Board was the meeting went well.

6.0 – ADJOURNMENT

There being no further business to discuss, Commissioner Schuler made a motion to adjourn the meeting. Commissioner Eppler seconded the motion, and the motion was approved unanimously. Chair Krishnamurthy adjourned the October 16, 2024, Board of Commissioners regular meeting at 5:57 PM.

Respectfully Submitted,



Michael W. Grimm, P.E.
Acting Secretary

Approved:

