

Scappoose Drainage Improvement Company
Monthly Board of Directors Meeting Minutes November 10, 2022

Present via Zoom/Teleconference: Rob Hostettler, Amanda Hoyt, Len Waggoner, Jeff Condit, Karen Kessi, Kyle Hoyt, Chase Christensen, Geoff Wenker, Aaron Bruner, Bob Short, Jeremy Jones, Marie Gadotti, Debbie M, Gary Wheeler, Wyatt Roseman, at 6:30 pm 503-505-4691 joined the meeting.

President Hostettler called the meeting to order at 6:04pm.

GM Christensen noted that the meeting was being audio recorded.

Public Comment: Marie expressed concern that the September minutes were too vague about complaints she and Mr. Jahnke had made about water being too high. She felt what was written in the minutes didn't reflect all their concerns that were stated. Rob said we are recording meetings now to provide more details for minutes going forward and anyone is always welcome to contact Rob if they see any concerns or have any questions. Marie also asked if the minutes could not be written using military time as it is too hard for them to follow along.

Agenda Approval: Karen mentioned to add under legal to talk about the western resources legal meeting that is coming up. Karen made the motion to approve the agenda with that addition. Gary seconded. Motion passed unanimously.

Meeting Minutes Approval: Chase asked Jeff Condit what's the protocol for mentioning that the meeting was recorded in the minutes. Condit said what we've been doing so far by mentioning it at the beginning of the meeting and including that in the minutes is fine and suggested posting the recording on the website for people to access as long as a copy is saved forever somewhere as well. Karen Kessi moved to approve the minutes for the October 13th meeting. Len seconded. Motion was approved unanimously.

President's message: Rob reported the long-range planning meeting with SDAO is scheduled for the 29th of this month. He thanked the city of Scappoose for letting us use their facilities to hold the meeting. SDAO will be sending out some questionnaires to use to gather information to be used in the meeting. Chase and Rob are planning on getting to the meeting location early to prep for the meeting.

Rob received notices about fallen trees along the Evans. He's grateful for people communicating and we will be reaching out to the landowners to arrange times to remove said trees. Rob also thanked Gadotti's for allowing access through their farm to the Jackson Creek Diversion and the Hoyt's for providing a place to dump the spoils from the cleaning of the Jackson Creek Diversion.

Rob announced he has now been to all the pumps and structures in the district and thanks Chase for teaching him about how the district runs as well as how to operate the Evans pumps.

Financials: Chase found one mistake on the transaction list from Don's Rental that will be fixed. We will need to transfer \$27,000 from the state pool to cover the bills for the month. Chase quickly ran through the financials. Amanda moved to approve the financials as corrected and the state pool transfer of \$27,000. Karen seconded. Financials were approved unanimously.

Managers Report: See attached

-Personnel- Chase will be sending out an employee handbook soon for board members to review. We hope to approve it at the next meeting and will adopt it by resolution when it is ready to be approved. Employee reviews in December will follow the same process as last year. Karen and Chase are meeting with Rob on November 17th to go over the employee review process with Rob to bring him up to speed.

Chases annual employee review will be held at the end of the regular December meeting in Executive session.

-Legal- Karen asked who pays for Miller Nash to go over documents submitted for the subpoena request. Jeff Condit said SDIC does, however they will be keeping the bill as low as possible since they had reviewed many of the documents in the past already.

Upcoming meetings:

Special Mtg on 11/29

Regular Mtg on 12/14

Annual mtg Feb 2023

Rob asked if we should go ahead and tentatively set our annual land-owners meeting date now. After consulting calendars and discussing schedules, Monday February 13th looks to be the best date if the room is available. Rob moved to tentatively schedule the annual meeting for Monday February 13th. Karen seconded. Motion was unanimously approved. Chase mentioned that Laurie Mapes has volunteered to help with the annual meeting. Rob will confirm that the meeting room is available for that date.

Jeff Condit mentioned that the regular monthly meeting typically follows the landowner meeting. Rob agreed and moved to change the regular February meeting from Feb 9 to Feb 13 after the annual meeting. Gary seconded. Motion passed unanimously.

Action Items:

- Chase to fix dons rent expense
- Chase to send invoice to Cadman for Cornforth expense
- Set up meeting with Dean about Toe drains
- Board members watch for email from Teri Dressler
- Review employee handbook chase is sending out
- Gary and Amanda sign checks
- Amanda print Oct minutes and sign them

The next regular monthly meeting will be held December 14, 2022 at 6:00pm.

The meeting was adjourned at 7:21pm by President Hostettler.

Associated Documents:

- Meeting Agenda 11-10-2022
- Presidents Message 11-10-2022
- Monthly Managers Report 11-10-2022
- 11-10-2022 Balance Sheet
- 11-10-2022 P&L Budget vs Actual
- 11-10-2022 Transaction List

Approved by the Board of Directors on _____

Signature

Printed Name and Title