

Scappoose Drainage Improvement Company
Board of Directors Monthly Meeting Minutes – December 10, 2020

Present via Zoom video/teleconference:

Geoff Wenker, President	Chase Christensen, General Manager
Gary Wheeler, Vice President	Laurie Mapes, Staff
Jeff Mapes, Secretary/Treasurer	Dave McAuley, CalPortland
Len Waggoner, Director	
Karen Kessi, Director	

President Wenker called the meeting to order at 4:05 p.m. through the Zoom virtual meeting platform. Minutes below associate with Agenda items.

Consent Agenda

Karen Kessi made a motion to approve the meeting minutes for 11/12, 11/20, 11/24, 12/1 and 12/3/2020. Jeff Mapes seconded the motion, and all voted in favor of it. President Wenker made a motion to approve the financial reports. Jeff Mapes seconded the motion, and all voted in favor of it. President Wenker made a motion to approve the transactions from November 2 through December 11, 2020, including a \$30,000 transfer proposed from the state pool account. Jeff Mapes seconded the motion, and all voted in favor of it.

Staff Issues

Chase Christensen, new General Manager, introduced himself and described his first days of work for the district. Gary Wheeler reported that Bob Deahl is making field rounds as needed. The Smith and Honeyman pumps are off now, and Gary Wheeler is supervising the Johnson pumps. JR Shadley is starting and stopping the Evans pumps and helping Bob Deahl with specific projects. Check-in with Chase and assessment of how the new General Manager position is working out will be conducted in three months.

House & Office Renovation

Karen Kessi reported that Comfort Construction removed the wood stove today and that the roof is almost done. Jeff Mapes reported that the stove pipe has been removed, and plywood and roofing replaced above it. Jeff Mapes reported on a meeting with Double D Contracting Company's owner, Dan Daoust, to finalize details for the house and office renovation. The board by consensus decided to resolve the one item with options on Mr. Daoust's revised bid sheet and choose complete removal of the wood stove brick and replace it with nothing rather than install an electric heater. Jeff Mapes made a motion to approve the Double D Contracting Company revised bid sheet dated December 8, 2020, for a price of \$41,470 and attach it to the contract prepared by the Miller Nash law firm. Karen Kessi seconded the motion, and all voted in favor of it. President Wenker made a motion to authorize an additional, contingency amount of 15% (\$6,220.50) that the house/office renovation subcommittee is authorized to spend without further board approval. Karen Kessi seconded the motion, and all voted in favor of it.

Smith Pump Building/Foundation Replacement

President Wenker, Gary Wheeler and Chase Christensen updated the board on proposals being worked on by several potential contractors to replace the building and foundation. Dewatering the ditch for long enough to complete the work will be a challenge, as would the option of placement of support such as sheet piling because the amount and size of rock in the ground is unknown, and there could be large rocks impossible to drive through. The building and pumps

Scappoose Drainage Improvement Company
Board of Directors Monthly Meeting Minutes – December 10, 2020

have been removed. Crow Water has placed the pump motors under cover in the SDIC shop. Jeff Mapes reported that SDIC was awarded the SDAO grant for \$2,500 for Smith pump house catwalk upgrades in accordance with the plans that were submitted with the grant application. Jeff Mapes will notify the grant administrator that the pump house foundation has partially washed out and is tilting since the grant application was submitted and that plans for a replacement building are in process.

FEMA Accreditation Submittal

President Wenker reported that the City of Scappoose obtained updated LiDAR for the city and that the \$2,794 cost of WEST Consultants to incorporate the updated LiDAR into the FEMA flood mapping will be paid by the city according to an e-mail from Alexandra Rains dated December 8, 2020. There also will be a cost of \$1,500 for GSI to identify which properties are affected by the new flood maps. Jeff Mapes reported on a conference call among him, President Wenker and attorney Jeff Condit. Jeff Condit will write a letter regarding the LOMR process and the county's role in the process to ensure that all, including county staff, understand that role.

Annual Landowner Meeting

Karen Kessi made a motion to put before the landowners at the 2021 annual landowner meeting the bylaws revisions received from attorney Jeff Condit this week. Len Waggoner seconded the motion, and all voted in favor of it. A subcommittee of President Wenker, Chase Christensen and Laurie Mapes will work on meeting planning in light of the likelihood that the meeting will be held virtually, by Zoom, which will make voting by the usual paper balloting, as well as submission of certificates of authority and proxies, problematic. Jeff Mapes recused himself from discussion of the appointment of this subcommittee.

Jackson Creek Diversion

President Wenker reported on his site visit with Pace Engineers to discuss concerns about the structure and the difficulty of removing the boards and to ask them to evaluate the situation. A proposal is expected from Pace Engineers, Inc.

Tech Issues

President Wenker reported that the space limitations of Dropbox are a problem, and he recommends a change to Office 365 and One Drive. The consensus of the board is to upgrade the software and electronic file storage system.

SDIC-owned tax lot

Tax lot #28718 of approximately .63 acre is owned by SDIC but not in use by SDIC. This vacant parcel lies east of Highway 30 and adjacent to Means Nursery property. The board briefly discussed options for disposing of, including possibly trading, this property.

SDAO Insurance Discounts

Karen Kessi reported on insurance discounts that are available after completion of training programs through SDAO, but the deadline appears to be tomorrow, December 11. Chase Christensen will investigate the possibility of benefitting from this program.

Scappoose Drainage Improvement Company
Board of Directors Monthly Meeting Minutes – December 10, 2020

Northwest Aggregates (CalPortland) USACE 408 Permit

Dave McAuley reported that CalPortland is within two weeks of having the final model for its 408 permit process. When completed, it will be presented to the USACE.

Executive Session

At 6:51 p.m., the board went into executive session under ORS 192.660(2)(a) regarding staffing issues.

The board returned to public session at 7:23 p.m. Jeff Mapes made a motion that Gary Wheeler be authorized to further discuss the Field Operations Technician position with JR Shadley indicating the wage proposed is \$22.42 per hour and that, if JR is interested, the background and other checks be completed. Karen Kessi seconded the motion, and all voted in favor of it.

Upcoming Meetings and Adjournment

The next regular monthly meeting is scheduled for January 14, 2021 at 4:00 p.m. The annual landowner meeting is scheduled for February 18, 2021 at 7 p.m. Karen Kessi made a motion to adjourn. Jeff Mapes seconded the motion, and all voted in favor of it. The meeting adjourned at 7:26 p.m.

Geoff Wenker, President

Len Waggoner, Director

Gary Wheeler, Vice President

Karen Kessi, Director

Jeff Mapes, Secretary/Treasurer

Exhibits attached to Minutes and/or in Dropbox:

- Meeting Agenda
- 2020-12-10 Balance Sheet
- 2020-12-10 P&L Budget vs. Actual
- 2020-12-10 P&L this year vs. last
- 12-11-2020 Check Register
- 12-11-2020 Credit Card Register
- 12-11-2020 Transaction List
- December 8, 2020 Double D Contracting Company revised bid sheet