

Scappoose Drainage Improvement Company
Board of Directors Monthly Meeting Minutes – June 9, 2022

Present via Zoom video/teleconference:

Jeff Mapes, President	Marie Gadotti, Landowner
Gary Wheeler, Vice President	Tim Berge, Landowner
Amanda Hoyt, Secretary/Treasurer	Caroline Lobdell, WRLC
Len Waggoner, Director	Bob Short, CalPortland
Karen Kessi, Director	Robert Hostettler, CalPortland
Chase Christensen, General Manager	Jeremy Jones per Zoom ID
Laurie Mapes, Staff	Bruce E per Zoom ID, alternately
Jeff Condit, SDIC Attorney	identified as 1-617-595-9152
	Phone #1-704-564-2025

President Mapes called the meeting to order at 6:01 p.m. through the Zoom virtual meeting platform. President Mapes read the names or Zoom IDs of the persons in attendance as indicated on the Zoom screen. Minutes below associate with Agenda items.

Public Comment

Caroline Lobdell of Western Resources Legal Center stated that she was looking for the proposed draft minutes for the May board meeting and did not see them. Bob Short and Marie Gadotti also noted that they did not see the draft minutes on the website. Ms. Lobdell stated that, as follow-up to a letter of March 16, 2022 she wrote to SDIC's attorney, Jeff Condit, she will submit the letter again as public comment. President Mapes noted that a meeting with Ms. Lobdell about the legitimacy of her concerns is being scheduled.

Agenda Approval

There were no amendments to the proposed agenda.

Meeting Minutes Approval

Approval of the meeting minutes for May 12, 2022 was postponed to allow time for posting the minutes on the SDIC website.

President's Message

There was no President's message.

Company Financial Review & Expenditure Approvals

GM Christensen reported that he had estimated upcoming bills for logging, clearing, mowing and electricity and added those figures, plus bills recently received from Miller Nash for \$1,716 and equipment rental of \$651, to the projection made by Janell Greisen of the amount that would need to be moved from the state pool account and that the resulting figure is \$31,950. Director Hoyt stated that she reviewed the financial reports. Director Hoyt made a motion to approve the transaction list as presented with GM Christensen's projections and to transfer \$32,000 from the state pool account to checking to cover the bills. President Mapes seconded the motion, and all directors voted in favor of it.

Retention of Engineering Consultant

President Mapes reviewed the authorization given at the May board meeting for GM Christensen to solicit an engineer to review the CalPortland pre-408 USACE submission and reported he and

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GM Christensen had discussed the benefits of having a consultant available for other needs as well. GM Christensen noted that it would be efficient to have an engineer available to contact with questions, for example dike repair or riprap replacement. Director Kessi agreed that it is a good idea. Attorney Jeff Condit noted that other jurisdictions that do not have a staff engineer contract with engineering services on a time and materials basis, typically subject to specific work orders and with caps on cost and duration. President Mapes proposed that the topic be revisited after discussion of the budget.

2022-2023 Budget Review/Approval

The board discussed a rough-draft budget GM Christensen had prepared for the purpose of starting discussions for the fiscal year 2022-23 budget. The draft budget projects an expense total of approximately \$356,000. President Mapes noted that the total does not include the payment on the IFA loans that will be due, inflation, or increases in the costs of electricity and wages, and that those absent items might total about \$75,000. It was noted that the budget includes the cost of cavitation repair on Evans pump No. 1 only. GM Christensen explained that other large expenses for Evans pump repair likely would be spread over several years because it would not be advisable to have more than one pump pulled at any one time. He noted that, once the Evans No. 1 pump is out of the station and in for repair, the wait just for parts is about 18-20 weeks. He added that Evans No. 1 pump should be reinstalled before the winter, that once Evans No. 1 pump is reinstalled the station will be fully operational, and that another pump would not be removed before the following budget year. There was discussion of how much carryover is advisable and the fact that, if the assessment is set at \$350,000 again and actual expenses exceed that amount, SDIC will have less money available a year from now for unexpected expenses. Director Kessi stated that SDIC should work with a consultant to help with long-range planning so that expenses can be more anticipated and less unexpected and noted that she has asked for a line item for board training for two years. Director Waggoner noted that the county has collected about \$20,000 less than the total assessment and that there is no prohibition against a reserve account so that, as expenses occur, there is a fund to cover them. There was discussion of bridge loans and lines of credit as possible sources of funding. Director Hoyt stated that, if the assessment is set at \$350,000 again and the board estimates expenses at \$30,000/month, SDIC would spend \$210,000 over the next seven months, \$100,000 would be left when assessments start to be collected, and that would be a decent reserve fund. Director Kessi suggested that more work be done on the budget and approval of it be deferred to the annual board meeting on June 27.

Director Waggoner made a motion that the 2022-2023 annual budget increase to \$425,000 from \$350,000. In response to questioning, Mr. Condit stated that the motion was sufficient, but it would be preferable to identify the numbers behind that increase. President Mapes seconded the motion and stated that he agreed conceptually based on deferral to counsel's advice to attach numbers. Director Hoyt suggested a special meeting before the annual meeting, just for the budget. Director Kessi and President Mapes supported the suggestion. All directors voted against the motion on the table except Director Waggoner, who abstained. President Mapes then made a motion to have a meeting limited to budget issues and adoption on Monday, June 13, 2022. Director Wheeler seconded the motion, and all directors voted in favor of it except Director Waggoner, who abstained.

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Planning for Annual Meeting

President Mapes noted that he wrote a four-page annual report GM Christensen reviewed and that Mr. Condit had reviewed the annual meeting notice. The meeting notice, annual report, proposed bylaws amendments and Mr. Condit's explanation of the amendments have gone to the print and mailing service. GM Christensen reported the meeting notice packet is expected to go out early next week.

Manager's Report

GM Christensen reviewed his monthly report. During discussion of the report, the following comments were added:

Infrastructure: GM Christensen reported that Evans pump No. 3 was dewatered. The Evans roof was repaired a couple of weeks ago. The sheeting was rotted through, but there was little rotting in the trusses. JR has been mowing a lot the past week, and the tree chippers are working. GM Christensen noted that the Columbia River water surface elevation is expected to rise to about 14 feet Sunday on the scale SDIC uses, and a close eye will need to be kept on the Evans siphon breakers. He added that the Grand Coulee dam water level is on the rise, and with the snowpack at over 100%, the rising river is a concern. GM Christensen reported he is working on bids but has not begun the process of removing the Evans No. 1 pump because of the freshet.

Personnel: President Mapes reported that Dave Graham of Crow Water had complimented GM Christensen on the good job he is doing, including his study of the Evans pumps through dewatering, and that he could not think of anything else needing to be done for testing that is not being done. Director Kessi added that SDIC employees are doing a great job.

408s:

GM Christensen reported that a meeting with Cadman took place about a week ago, which included Cornforth. A USACE 408 determination on the CalPortland project has not been received.

Accreditation/LOMR: President Mapes reported that Columbia County is going through the LOMR process for Sauvie Island, that Multnomah County is taking the lead, and therefore Columbia County staff will learn from the experience. SDIC representatives have been invited to attend a virtual meeting on June 30 regarding that LOMR. President Mapes reported that he and GM Christensen met with city and county staff, that the city and county will be good partners in SDIC's LOMR process, and that Laurie Oliver Joseph, planner for Scappoose, thanked SDIC for Mr. Condit's memo about the LOMR process. Ms. Joseph had explained that, because specific FEMA flood map panels will be revised rather than a whole new map, the city will not be required to amend its code, and FEMA will not hold public meetings. Ms. Joseph also had stated that the city and county will voluntarily hold community open houses when the draft maps are completed and will provide notice to affected landowners. They would like SDIC and WEST Consultants to participate in the open houses. President Mapes noted that SDIC has done its part and will just need to provide the list of affected landowners after WEST completes any revisions needed to the draft maps and identifies the affected landowners. President Mapes reported that Paul Vogel of Columbia Economic Team expects a decision soon on the group's

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grant request for funds for WEST to conduct any necessary mapping revisions based on inclusion in the IDA of city infrastructure.

Director Waggoner questioned why SDIC would appear at the meetings held by the city and county.

Best Practices: Director Kessi asked that the July board meeting agenda include discussion of how to proceed with long-range and strategic planning so that the board can document as well as possible the SDIC's financial needs going forward. President Mapes added that an engineering consultant could be helpful.

Scappoose Storm Water Master Plan: President Mapes noted that, at the last board meeting, a motion was passed for Director Waggoner and another board member to meet with city staff but that he since received an e-mail from Director Waggoner requesting that President Mapes negotiate with the city. President Mapes stated that the workload on the president is getting out of hand. There was discussion of how best to approach the city and the city's promise some time ago of dialogue with SDIC during the city's development of its storm water master plan. There was discussion of approaching the city with a specific request for contribution versus a general discussion without a specific request. Director Waggoner noted that the city is having a public meeting to show what has been done and that SDIC has not been included in it. President Mapes asked if another board member is willing to take over storm water. No one responded. President Mapes stated he would write a letter to the city reminding them of the promise to involve SDIC in the storm water planning process.

Rental Home: Director Kessi reported that the new lease does not start for another month.

Legal: There was no report.

Mercury TMDL: GM Christensen reported that Sauvie Island Drainage Improvement Company submitted, as its plan, an addendum to their O&M manual regarding ditch cleaning and that they have not received a response from DEQ yet. GM Christensen also had spoken with Scappoose's city engineer about the city's plan for compliance. GM Christensen stated working with the soil and water conservation district might be a possibility. There is little guidance, but ditch cleaning process appears to be the focus. GM Christensen stated he is trying to work collaboratively with the other agencies and avoid another consultant bill.

The board returned to discussion of retention of an engineer. Mr. Condit confirmed he had a form of contract SDIC could use and that the board could authorize GM Christensen to direct appoint a firm with a cap of \$10,000. President Mapes made a motion that GM Christensen be authorized to contact Cornforth and enter into a price contract for \$10,000 for one year for consultation on matters as they arise. Director Kessi seconded the motion. Directors Mapes and Kessi voted in favor of the motion, Directors Hoyt and Wheeler voted against it, and Director Waggoner was noted to have left the meeting.

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Schedule Upcoming Meetings

The annual meeting is June 27 at 7 p.m. with a board meeting immediately afterward.

Review of Action Items

- The July meeting agenda will include long-range planning.
- President Mapes will write to Chris Negelspach, Laurie Oliver Joseph and Dave Sukau at the city to remind them SDIC was to have a meeting with Brown and Caldwell.
- GM Christensen will prepare an updated budget proposal with side-by-side figures from years past and updates for inflation.
- Director Hoyt already submitted the state pool transfer before the end of the meeting.

Adjournment

Director Kessi made a motion to adjourn. President Mapes seconded the motion. All directors present (all but Director Waggoner) voted in favor of the motion. The meeting adjourned at 8:12 p.m.

Associated documents:

- Meeting Agenda
- SDIC Monthly Manager’s Report 6/9/2022
- 06-9-22 Balance Sheet
- 06-9-22 P&L Budget vs Actual
- 06-9-22 P&L This vs Last
- 06-9-22 Check Register
- 06-9-22 Credit Card Register
- 06-9-22 Transaction List
- FY 2022-23 Budget Draft

Approved by the Board of Directors on : _____

Signature

Printed Name and Title