

**Scappoose Drainage Improvement Company Board of Directors Monthly Meeting**  
**Minutes – June 15, 2023**

President Hostettler opened the meeting at 6:00 pm.

**Present:** Rob Hostettler, Karen Kessi, Gary Wheeler, Chase Christensen, Megan Augeri, Janell Greisen, Bob Short, Robert Salisbury (Port of Columbia County), Caroline Lobdell (WRLC), Marie Gadotti Geoff Wenker, Wyatt Roseman, and Jeff Condit.

**Board Member Absent:** Amanda Hoyt

**Public Comment:** Marie inquired as to the S.W.O.T. Analysis and what happened to the November 2022 comments. Rob advised the S.W.O.T. analysis is completed, and the new Long-Range Plan is based on those comments. He will address that further, later in the meeting.

**Agenda Approval:** Karen moved to approve the agenda as presented. Amanda seconded. No additional discussion was needed. Motion passed with 4 votes, 1 absent.

**Meeting Minutes Approval:** Karen moved to approve the 05/11/23 minutes as presented. Gary seconded. No additional discussion was needed. Motion passed with 4 votes, 1 absent.

**Presidents Message:** See attached.

Response to Marie's inquiry on S.W.O.T. Analysis. From the comments last November, they are working on an infrastructure list which will soon be on the website and will solicit feedback, such as what is important to the public and what is important to the Landowners. Marie inquired further:

- How should comments be submitted?
- Were previous comments retained or are we starting over again?
- Do owners need to self-monitor the website?
- Who/how is the list being put together?

Rob advised once the anticipated projects and descriptions have been created, hopefully by the end of the month, then it will be posted to the website. An email will be sent to those on the distribution list advising it is available. Also, it's best to monitor the website in case the email is overlooked. The preparation of the list is addressed in the manager's report.

**Financials:** See attached

Karen moved to approve the transaction list as presented and a State Pool transfer of \$6,000. Megan seconded. No further discussion was needed. Motion passed with 4 votes, 1 absent.

**Budget Review & Approval:** Chase presented the budget (see attachment). Bids were received back on most of the special projects. The big unknown is the visual inspection of the perimeter sub levee culverts and tide gates. Has worked with the Army Corps of Engineers and the best and cheapest option is to use divers to visually inspect. Will need to work around best times of the year. Chase spoke with Shane Kline regarding this option, and he is fine with it. He does need to verify with his higher-up person. The more expensive option is to de-water everything and do a camera inspection. Workers Compensation was changed from SDIS to SAIF and the budget impact is unknown. Preparation of taxes seem high, and Chase is looking into other options. Legal expenses may be optimistic but if no subpoenas, etc. are received, then the budget will cover the monthly meeting representation as well as a few miscellaneous items. GSI doesn't feel a total overlay will be needed. If not, that will be a cost savings.

Board comments: The board appreciates all the work Chase has done on the budget and the straightforwardness as well as the comments written on the budget. Also, appreciate keeping the unanticipated expense contingency.

Karen moved to approve resolution #2023-623, the 2023-2024 budget. Megan seconded. No further discussion was needed. Motion passed with 4 votes, 1 absent.

**Manager's Report:** See attached – Additional discussion of topics is below:

**Infrastructure** - Response to Marie's question, Chase has been the one working on the Long-Range Plan list which is made up of comments from people as well as things he has come up with.

**Scappoose Storm Water Master Plan** - The report is extensive and contains rate increases as well as moving water out of the city quickly. Since it is not important for the board to read the entire report, Chase and Rob will review the document and will advise which pages should be reviewed. Geoff previously went through the report and listed pertinent pages for the Dike District and will resend it to the board. Chase will realign the page numbers with the current document. The entire report will be posted through SharePoint.

**Rental Home** - Karen reported the rent was received on time and there will be a walk through in July. She also spoke with Harlow about doing future walk throughs in May. Chase was asked to add that to the master calendar.

**Upcoming Meetings:** Not much progress for IT in the office and no update on financial impact. Chase mentioned T-Mobile has been working great, but he would want to fully test a meeting first. Megan priced devices she knows will work well. She will email the information to the board. Jeff Condit advised that a virtual option is still required if switching to in-person meetings. Rob and Chase would like hosting from the office and back-up hosting from another location, after which the board could discuss future meetings.



There is a conflict with the next meeting date of July 13, 2023; it was discussed moving it to July 12<sup>th</sup>. Karen made a motion to move the regular meeting for July from July 13<sup>th</sup> to July 12<sup>th</sup>. Gary seconded. No further discussion was needed. Motion passed with 4 votes, 1 absent.

**Action Items:**

- Chase Contact Amanda to transfer \$6,000 from the state pool account.
- Chase Email the notification list when project summaries are completed and available on the website.
- Chase Add to the master calendar the May house walk-through.
- Geoff Wenker Will resend the summary on the Storm Water Master Plan to the board.
- All Board Meeting moved to July 12, 2023


**Master Calendar:** Board reviewed online master calendar. Chase asked for clarification from Jeff Condit on his reference to tracking legislature. Jeff informed that after the close of the legislative session, he looks for major provisions on public contract law, public records, etc. Timing is dependent on when the session ends. He is hoping to have a preliminary report in July. Bob Salisbury asked about the June Annual Meeting he has on his calendar. Chase advised it was June last year due to the first meeting after COVID. The annual meeting will be held in February as per the By-Laws.

The meeting was adjourned at 7:06 pm.

**Attachments:**

- 5-07-2023 Initial Budget for Review
- 5-11-2023 Agenda
- 5-11-2023 P&L vs. Budget
- 5-11-2023 P&L This vs. Last
- 5-11-2023 Balance Sheet
- 5-11-2023 Transaction List
- 5-11-2023 Presidents Message
- 5-11-2023 Managers Report

Approved by the Board of Directors on this date: 7/12/2023

Signature:  \_\_\_\_\_

Title Sec/Treas \_\_\_\_\_