

Scappoose Drainage Improvement Company Board of Directors Monthly Meeting
Minutes – September 14, 2023

President Hostettler opened the meeting at 6:00 pm.

Present: Rob Hostettler, Karen Kessi, Amanda Hoyt, Gary Wheeler. Megan Augeri, Chase Christensen, Janell Greisen, Bob Short, Geoff Wenker, Jeremy Jones, Kyle Hoyt, Susie Dahl, Bruce Estok, Debbie Murphy, Jeff Condit (joined at 6:01)

Public Comment: None

Agenda Approval: Karen moved to approve the agenda as presented. Amanda seconded. Discussion, none. Motion passed unanimously.

Meeting Minutes Approval: Karen moved to approve the 08/09/23 minutes as presented. Gary seconded. Motion passed unanimously.

Presidents Message: See attached.

Financials: See attached

Chase requested an increase to the State Pool transfer request for the mowing invoice recently received and the anticipated spray invoice, based on the budget amount. The new transfer request is for \$36,000. Amanda moved to approve the transactions as presented and a State Pool transfer of \$36,000. Karen seconded. Motion passed unanimously.

Chase: Explanation on financials, we tend to dip into savings this time of the year. When assessments come in November, the financials change to reflect that.

Manager's Report: See attached – Expanded discussion of various topics is below.

Shop Roof Replacement: Mid to late October.

Rip Rap and Riverward Toe inspections: Started, hoping to complete this month.

408's: Army Corp meeting is October 2nd.

Community Outreach & Branding:

Rob spoke with a Cal-Portland employee that does community outreach. She will reach out to Scappoose High School to see if they want to take the project on. If not, she will look for a vendor. Chase mentioned St. Helens High School would also be interested in the project.

Further suggestion by Karen on needing the logo to be professional and to be used in several ways. Branding and community outreach are two separate things. Branding is logo and signage, coordinated letterhead, etc. Don't need swag items. We need to explore community outreach further. Having a presence at city meetings may be a place to start. Rob agrees that a logo should be the place to start. For community outreach,

they have been having informal conversations with the city and county. Chase and Rob were at a meeting a few weeks ago. Need a continuous presence even if the person attending changes.

Discussion on having community leaders for tours, depending on Chase's availability. There was talk previously about inviting the mayor out and now that he is established the timing may be good. Additionally, others could be invited. In the winter the weather is not good, but there is more happening. There was a suggestion of including landowners.

Public Comment: Bob Short suggested including tour information with the annual meeting notice to see what response is received from landowners.

Recap: Board members will send a few attendee suggestions to Chase, then the tours can be scheduled accordingly.

408 Question - Public Comment: Bruce Estok asked if the meetings are public? As far as Chase knows, they are not public. They are petitioner sponsored. Chase will double check.

Annual By-Law Review: Chase isn't aware of anything that needs updating. Jeff Condit advised that nothing from the legislative session has been published yet, but he isn't aware of anything. Will need to wait for the report for sure.

O&M Manual: Chase is currently auditing it and verifying information.

Legal: Nothing to report

Rental House: Rent has been paid. Continuing to have problems with wasps at the house and pump station.

Upcoming Meeting – Special Work Session: Rob did not previously reach out to board members regarding possible dates. Discussion with board members for a four-hour block of time, although it isn't anticipated to take that long. Harvest may impact having the meeting on either October 4th or 5th. Due to possible conflicts, the meeting will be either November 1st or 2nd for an evening meeting for just a few hours. Rob will check with the city for possible two-hour time slots. The focus of the meeting will be to prioritize projects. Rob, Karen and Chase will work on a draft agenda for the meeting.

Upcoming Meeting – Monthly: October 12, 2023, at 6:00 pm.

Master Calendar: Board reviewed online master calendar. The December IFA Loan payment needs to be added to the Master Calendar.

Action Items:

- All Board Send a few suggestions for attendees for tours to Chase.
- Chase Double check the answers to Bruce's question and follow up.
- Rob Will check with city regarding space for Work Session meeting and email the board with possible time slots that will work.
- Chase Add IFA Loan Payment to the December calendar.
- Chase/Rob/Kare Work Session draft Agenda
- Amanda/Gary Sign checks at the office
- Amanda State Pool Transfer – completed

The meeting was adjourned at 6:51 pm.

Attachments:

- 9-14-23 Agenda
- 9-14-23 P&L vs. Budget
- 9-14-23 P&L This vs. Last
- 9-14-23 Balance Sheet
- 9-14-23 Transaction List
- 9-14-23 Manager's Report
- 9-14-23 President's Message

Approved by the Board of Directors on this date: 10/12/2023

Signature: 

Title Sec/Treas