

Scappoose Drainage Improvement Company
Board of Directors Monthly Meeting Minutes – October 14, 2021

Present via Zoom video/teleconference:

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| Jeff Mapes, President | Geoff Wenker, Landowner |
| Gary Wheeler, Vice President | Marie Gadotti, Landowner |
| Amanda Hoyt, Secretary/Treasurer | Caroline Lobdell, WRLC |
| Len Waggoner, Director | Debbie Murphy, CalPortland Attorney |
| Karen Kessi, Director | Christy McDonough, Cadman Materials |
| Chase Christensen, General Manager | TJustesen per Zoom ID |
| Laurie Mapes, Staff | bruceestok per Zoom ID |
| Anna Lee, HR Answers, Consultant | Sen. Betsy Johnson |
| Jeff Condit, SDIC Attorney | Margaret Magruder, Col. County Comm'r |
| | Bob Short per Zoom ID |
| | Robert Hostettler, CalPortland |

President Mapes called the meeting to order at 6:01 p.m. through the Zoom virtual meeting platform. Introductions were made. Minutes below associate with Agenda items.

Public Comment

Caroline Lobdell of Western Resources Legal Center stated that her organization is in the process of reviewing documents SDIC produced in response to public records requests. She stated concerns regarding financial matters including use of funds, and hiring of past board members. Ms. Lobdell stated she questions whether the SDIC's mission and purpose is being lost. She stated that she is not accusing anyone of an ethical violation at this time.

Marie Gadotti stated her opinion that the Aug. 9, 2021 annual board meeting minutes on the agenda for approval should reflect discussion of hiring Geoff Wenker and that there were things discussed at the September 9 meeting that are not in the minutes.

Agenda Approval

President Mapes proposed moving topics 7 and 8 of the agenda ahead of item 4, and there were no objections.

Employee Review & Compensation Procedures

Director Kessi explained that an employee review process and evaluation forms for that process have been sent to the board for consideration. There was discussion about whether it would be best practices to post the evaluation process on the SDIC website before the board considers adopting it. Discussion of this topic was tabled to allow posting of the process on the website.

Special Projects Employee Review (Geoff Wenker)

The board discussed hiring former board president Geoff Wenker as a part-time employee for special projects to assist SDIC with its workload. President Mapes noted that Mr. Wenker volunteered thousands of hours to the board over twenty years and has extensive knowledge that is useful to the district. Director Kessi stated her opinion that hiring Mr. Wenker would be good stewardship of SDIC's resources. There was discussion of a state statute restricting the ability of former public officials to have a beneficial financial interest in contracts approved by a board when the person was on the board and whether the statute would apply in this circumstance. Attorney Condit stated that the statute would not apply because there was no contract approved

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while Mr. Wenker was on the board; he noted that he is SDIC's attorney and not an attorney for any particular board member. Anna Lee of HR Answers, a consultant provided through Special Districts Association of Oregon, also noted that the statute does not appear to apply when the board member did not vote on a contract. She recommended the board discuss in further detail the functions Mr. Wenker would serve. Attorney Condit noted SDIC could request an opinion from the state ethics commission. Director Kessi made a motion to authorize Attorney Condit to write a letter to the commission requesting an opinion. Director Waggoner seconded the motion, and all directors voted in favor of it.

Meeting Minutes Approval

There was discussion of whether minutes proposed for approval contain reference to discussion of hiring Geoff Wenker. Director Kessi made a motion to approve all minutes proposed for approval with the exception of the August 9, 2021 annual board meeting minutes. Director Waggoner seconded the motion, and all directors voted in favor of it. The minutes approved through this vote are: (1) February 24, 2020 Annual Board Meeting, (2) August 19, 2021 Special Board Meeting, (3) September 9, 2021 Monthly Board Meeting, and (4) draft minutes of the August 9, 2021 Annual Landowner Meeting to be presented to landowners for approval at the next landowners meeting.

President's Message

President Mapes announced there would be opportunity for public comment on topics starting with item 9 on the agenda.

Financial Review & Expenditure Approvals

Director Hoyt stated that she had reviewed the bills and did not see anything abnormal. It was noted that the legal bill was close to \$10,000. Attorney Condit explained that the bill was primarily for response to the public records request from WRLC because a large volume of e-mails had to be reviewed for privileged or personal content. He suggested the board may want to consider a resolution to charge records requesters to cover such costs and consider ways to store and retain e-mails.

Director Kessi made a motion to approve the transaction list from 09/10/2021 through 10/31/2021 plus two recently received bills, one for \$562.50 for mowing and one for \$500 for culvert repair. President Mapes seconded the motion. Director Hoyt raised conflict of interest and recused herself from voting on the motion. All directors voted in favor of the motion with the exception of Director Hoyt, who did not vote. It was noted that Janell Greisen had reported that a minimum of \$20,000 needed to be moved to the checking account to cover the bills on the transaction list. President Mapes made a motion that he be authorized to transfer \$25,000 from the state pool to the checking account. Director Wheeler seconded the motion, and all directors voted in favor of it.

Hazard Mitigation Plan Approval

President Mapes asked Marie Gadotti, who had participated in development of the plan with former SDIC manager Jack Richards, to provide some history on the Hazard Mitigation Plan and SDIC Annex that the county recently sent to SDIC for approval. Ms. Gadotti stated that a plan is necessary to qualify for funding, for example for improvements. She added her understanding

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that, if there was funding for the county to give out, none of it could be used for deferred maintenance. She also noted that many districts had representatives attend the planning meetings, so she was not sure why so few districts show as participating in the plan. The board discussed uncertainty about what the plan and the SDIC Annex commit SDIC to do. County Commissioner Margaret Magruder stated her understanding that it is acceptable for districts to make no progress on their plans. She also noted that the rest of the drainage districts in the county have not accomplished their plans. President Mapes proposed having Shaun Brown with Columbia County Emergency Management come back and explain what this plan involves and what SDIC would be committing to in its Annex to the plan. Director Kessi agreed to follow up on this matter and involve Marie Gadotti.

Cadman Seepage Study Sharing Agreement

Attorney Condit reported that Cadman has asked SDIC to share its seepage study for Cadman's 408 permitting process. A sharing agreement has been drafted. Cadman is willing to pay \$40,000 for access to the study. President Mapes made a motion to accept the agreement. Director Kessi seconded the motion. All directors voted in favor of the motion.

Manager's Report

Infrastructure: GM Christensen reported that Evans pump #2 is fully disconnected and the pump and motor were pulled yesterday. They are going to Salem for repair. There is substantial deterioration of the bronze bell. A total of 6.5 miles of the levee was sprayed for blackberries and small trees. The trapper is starting back up. Staff gauges have been checked with laser transit. One at Honeyman and one at Johnson needed resetting (Johnson needed repair). Work is ongoing on locating toe drains. GM Christensen still is looking for someone to clean the Cherry ditch. North pump #2 repair: GM Christensen wants to do more investigation before removing it for repairs. Evans pumps have not been running. Satellite pumps are set at 1.5-2 feet and weeds are starting to accumulate. There was discussion of the need to keep eradicating burrowing animals, particularly nutria and beaver. There was discussion on developing a policy to authorize the General Manager to enter into trapping contracts and discussion on giving the General Manager more spending authority in general. President Mapes made a motion to allow GM Christensen to spend no more than \$5,000 through a contract with the trapper in the next month. Director Hoyt seconded the motion. With Director Hoyt's consent, President Mapes amended the motion to authorize up to \$5,000 without a time limit. All directors voted in favor of the motion. Director Kessi made a motion to authorize up to \$4,500 for grading of spoils along Honeyman, Santosh, and Smith. President Mapes seconded the motion. All directors voted in favor of the motion.

GM Christensen reported there is substantial dry rot in the roof of the Evans pump station.

Personnel: There was no additional report beyond matters discussed earlier.

408s: GM Christensen reported that there was no update other than a meeting with Cadman was held. Christy McDonough added that Cadman is working on its 30% design and moving slowly forward.

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GM Christensen reported that CalPortland is working on a repair plan for the vision berm and pit sidewall that collapsed along Honeyman Road. Rob Hostettler of CalPortland added that they received a geotechnical report that calls for large stones to be used in the repair; they are working with local quarries to procure them. The preliminary report indicated that multiple factors including 2” of rain recorded on Sauvie Island and the vibration created by the paving operation on Honeyman Road adjacent to the collapsed area contributed to the collapse and that there could be a sand vein. Mr. Hostettler added that mined sand tends to migrate to whatever is pumping it. The contributing factors were not ranked, but all three are thought to have contributed to the collapse.

Accreditation/LOMR: President Mapes reported that no contact regarding the LOMR has been received with the exception that Paul Vogel, Executive Director of the Columbia Economic Team, asked for contact information for WEST Consultants. President Mapes added that Laurie Oliver Joseph with the City of Scappoose indicated not much has happened and that the city is waiting on a cost estimate from WEST to add the city stormwater system into the flood mapping.

Best Practices: Director Kessi proposed reviewing the Organizational Assessment at the November board meeting. President Mapes noted that Teri Dresler, SDAO consultant, who helped SDIC draft the Organizational Assessment, could assist SDIC with financial practices. President Mapes made a motion that he be authorized to follow up with Teri Dresler and enlist her services through SDAO to make sure SDIC’s financial practices are consistent with best practices. Director Kessi seconded the motion and noted that SDIC gets eight hours of consultation with SDAO per year free. All directors voted in favor of the motion. President Mapes proposed a master calendar be kept to help SDIC’s board and staff meet ongoing district responsibilities.

Scappoose Storm Water Master Plan: Director Waggoner proposed a break-out budget to take to the Scappoose City Council so that, when the city makes its budget, the city can plan contribution to SDIC. President Mapes noted that MCDD’s intergovernmental agreement could be considered as a sample structure.

Rental Home: Director Kessi reported that the property manager has been easy to work with and that rent checks are being deposited. She added that projects approved at the last meeting are either completed or in progress.

Legal: There was discussion of moving forward on amendments to the bylaws. Attorney Condit stated he plans to prepare a revised draft in response to comments during the 2021 annual meeting and send it to people who expressed interest in the topic, for comment. It will not include a provision on fees for reviewing permits. There was board consensus that Attorney Condit proceed with this project and provide a re-draft to the board well ahead of the next landowner meeting.

Mercury: GM Christensen reported that, as of now, no monitoring of mercury levels is required; best practices is the goal.

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Upcoming Meetings and Adjournment

The next SDIC board monthly meeting will be November 11 at 6:00 p.m. Director Wheeler made a motion to adjourn. Director Kessi seconded the motion, and all directors voted in favor of it. The meeting adjourned at 8:31 p.m.

Associated documents:

- Meeting Agenda
- SDIC Monthly Manager's Report 10/14/2021
- 20211014 Balance Sheet
- 20211014 P&L Budget vs Actual
- 20211014 P&L This vs Last
- 20211014 Check Register
- 20211014 Credit Card Register
- 20211014 Transaction List
- Columbia County 2019 Multi Jurisdiction Natural Hazard Mitigation Plan
- Cadman Second Amendment to Reimbursement Agreement
- SDIC Hazard Mitigation Plan Annex

Approved by the Board of Directors on : Nov. 11, 2021

Laurie Mapes
Signature

Laurie Mapes, Staff
Printed Name and Title