

Scappoose Drainage Improvement Company Board of Directors Monthly Meeting
Minutes – October 15, 2024

President Hostettler called the meeting to order at 6:00 pm.

Present: Rob Hostettler, Karen Kessi, Amanda Hoyt, Gary Wheeler, Megan Augeri, Chase Christensen, Janell Greisen, Geoff Wenker, Jeremy Jones, Debbie Murphy, Bob Short, Jeff Condit (joined 6:02).

Public Comment: None

Agenda Approval: Karen moved to approve the agenda as presented. Megan seconded. No discussion. Motion passed unanimously.

Meeting Minutes Approval: Karen moved to approve the minutes from 09-12-2024 as presented. Amanda seconded. No discussion. Motion passed unanimously.

Presidents Message: None

Financials: See attached

Chase informed the board additional transaction came in after the reports were run. The board was also emailed earlier today regarding the transactions. All items are in the budget and were planned projects. Checks will be printed by Janell tomorrow so they will be ready to sign. The invoices are:

- HR Answers (wage analysis)
- Jobin (cleaning Jackson Creek diversion)
- Pest Guy (pesticide application)
- Cascade Divers (inspection of culverts)

With the new transactions, the transfer request is now \$37,000.

Gary moved to approve the additional transactions as presented. Karen seconded. No discussion. Motion passed unanimously.

Amanda moved to transfer \$37,000 from the State Pool account. Gary Seconded. No discussion. Motion passed unanimously.

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

Bay Valve Condition: The pump is completely torn down, and the diffuser housing has been sandblasted. There is cavitation damage, and it will need to be repaired. Probably

will not need to do the external wrap. There is a little bit of damage to the propeller, but Chase knew about it. Nothing else out of the ordinary.

Infrastructure – Olsen Farm Toe Drain: The locate guy came out to look at the culvert. It does not go any further than we thought it did, and they weren't able to send a signal down the toe drain. We are looking at possibly hydro jetting a small area adjacent to the culvert to see if the original toe drain daylight end can be exposed. This has been an ongoing issue and Chase has been in contact with the USACE.

Infrastructure – Cherry Orchard Toe Drain: It looks like we may not need to locate the toe drains, but rather just monitor. We are waiting for confirmation from USACE.

CIP Grant: Chase has been in contact with Senator Merkley's office. He will come out to physically see the project to see if he can be of help.

Legislature: Jeff Condit does not believe any legislature impacted SDIC, but he will investigate it further. Jeff reviewed the legislature during the meeting and there was no impact on SDIC.

Rental Home: Karen advised that the delayed rent has been taken care of and rent is up to date.

Personnel: Rob and Karen reached out to Jennifer with HR Answers for an updated wage analysis for both SDIC positions. It has been received and is extensive. Rob and Karen will review it over the next couple of months.

Upcoming Meeting: November 14, 2024

Master Calendar: The Board reviewed the online master calendar.

Employee compensation and review process should be looked over in November, so we are adequately prepared for the process. Chase will make the employee review document available for the board in advance of next month's meeting.

Since there are no legislative changes, any By-law changes would just be those that the board sees as necessary. If any, they should be at the November meeting, so the landowners would have time to review before the annual meeting in February.

Action Items:

Amanda	State Pool transfer of \$37,000.
Karen/Rob	2-year wage analysis

The meeting was adjourned at 6:27 pm.

Attachments:

- 10-15-24 Agenda
- 10-15-24 P&L vs. Budget
- 10-15-24 P&L This vs. Last
- 10-15-24 Balance Sheet
- 10-15-24 Transaction List
- 10-15-24 Manager's Report

Approved by the Board of Directors on this date: 11/14/2024

Signature: 

Title Sec/Treas