

Scappoose Drainage Improvement Company Board of Directors Monthly Meeting
Minutes – November 16, 2023

President Hostettler opened the meeting at 6:00 pm.

Present: Karen Kessi, Amanda Hoyt, Gary Wheeler, Megan Augeri, Chase Christensen, Janell Greisen, Bob Short, Kyle Hoyt, Jeremy Jones, iPhone (did not identify during roll call) Bruce Estok (joined at 6:13).

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 10/12/23 minutes as presented. Gary seconded. Discussion, none. Motion passed unanimously.

Presidents Message: None

Financials: See attached

Amanda moved to approve the transactions list as presented and a State Pool transfer of \$37,000. Karen seconded. Discussion, none. Motion passed unanimously.

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

Personnel

General Manager Annual Review. Will follow the same procedure as in prior years. The board will be emailed an evaluation form to complete and return it to Karen by Friday, December 1st. Karen will compile; Rob volunteered to assist with review.

Accreditation/Lomar

Our Army Corp certification is now on a 5-year periodic inspection, paid for by USACE, and will happen in the next couple of months. As for the impact with FEMA, if any part of their MP2 package is known to expire, it will flag FEMA to automatically revisit the accreditation. All the federal interest pump stations will be inspected in February 2024 and the levee and related infrastructure will be inspected in March.

Karen clarified that if we have conditional accreditation now and pass the early 2024 inspection, we still have conditional accreditation after. Chase confirmed that is correct.

Karen wondered about the impact of this happening with other winter weather and project plans Chase already had. Chase advised the toe drain expirations will complicate digging around. The thru levee culvert inspection will be conducted by a dive team so that won't be impacted. Chase will need clarification on the pump discharge lines as

they are to be inspected every five years and was completed the end of 2019 and whether it will be acceptable by the Army Corp for the inspection.

Public Comment: Bob Short

The Army Corp is saying they want work done six months before their September fiscal year-end. What will that do to the FEMA accreditation process?

Chase replied for instance if we submit MP2 in January, there is a 90-day period for FEMA to complete their review and within that they will flag their expiration dates, then when we send recertification, they will remove the flag for 5-years.

Community Outreach & Branding

Chase has been working on a pamphlet and branding and hopes to have to ready for the next meeting.

Rental Home

The rent is up to date; nothing else to report.

Legal

Chase reached out to Jeff Condit regarding the last legislative session and there is nothing that would impact us.

Master Calendar

The Board reviewed the online master calendar.

Upcoming Meetings

Landowner Meeting is an in-person meeting in February. The best possible date for all board members is February 13, 2024. Rob will check with the city on availability for that date as well as the following week. Verified that Amanda is the only Board Member up for re-election.

Monthly: December 14, 2023, at 6:00 pm.

Action Items:

Amanda	State Pool transfer is completed.
Rob	Complete logo
Rob	Check with city for February 13 th meeting Landowner Meeting
Chase	Email General Manager Review template to board members
Chase	Add Executive Session to Master Calendar for December
All Board	Complete GM review and hard copy to Karen by December 1st
Karen	Compile GM review responses in advance of December 14 th meeting.

The meeting was adjourned at 6:42 pm.

Attachments:

11-16-23 Agenda

11-16-23 P&L vs. Budget

11-16-23 P&L This vs. Last

11-16-23 Balance Sheet

11-16-23 Transaction List

11-16-23 Manager's Report

Approved by the Board of Directors on this date: 12/14/2023

Signature:  _____

Title _____