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WICKIUP WATER DISTRICT

92648 SVENSEN MARKET ROAD • ASTORIA, OREGON 97103

503/458-6555

Regular Board Meeting
January 8, 2020

Commissioners Present: Jennifer Bunch, Ole Gifford, and Murray Stanley

Commissioners Absent: Ron Lake and Debbie Pike

Employees Present: Dan Waterbury, Michelle Bolton, and Felix Martinez

Patrons & Visitors: Richard Boettcher and Jarod Wade

Ole Gifford called the meeting to order at approximately 6:34 pm at the District's office in Svensen.

Review and Approve Previous Meeting's Minutes:

The Board read over last month's minutes. Ole made a **Motion** to approve the minutes as written. Murray seconded the motion. **Vote:** Unanimous in favor; **Motion carried.**

Financial Report:

Ole read through the monthly bills and financial reports. The financial reports and list bills are attached hereto and made part of the permanent record. **Motion** was made by Ole to pay to the bills as presented; Jennifer seconded the motion. **Vote:** Unanimous in favor; **Motion carried.**

Old Business:

Updated forms: The Board is still reviewing the updated forms as presented. Ole provided some changes to the Rules & Regulations.

Motion was made by Jennifer to move forward and purchase a 2020 Ford Ranger for the maintenance personnel. Murray seconded the motion. **Vote:** Unanimous in favor; **Motion carried.**

The Safety grant was approved through Special Districts. Jennifer made a **Motion** to purchase the fireproof chemical cabinet and safety lights for the two pickups. Murray seconded the motion. **Vote:** Unanimous in favor; **Motion carried.**

Maintenance Report:

Dan presented the maintenance report, including water produced, new installs, and monthly maintenance projects. It was discussed the decided that either Dan or Felix would contact FERN's to reenlist to receive notification of local logging activity.

New Business:

A leak adjustment was presented concerning Adam Brown. A **Motion** was made by Jennifer to approve the leak adjustment in the amount of \$325.00 and that Michelle was authorized to negotiate a payment plan with the Browns, if necessary. Ole seconded the motion. **Vote:** Unanimous in favor; **Motion carried.**

It was discussed changing insurance agents. The Board ask that Michelle set a "work secession" with WSC Insurance Co. to see that they had to offer.

Dan employee evaluation and Michelle's one-year employee evaluation were scheduled for an executive session on February 12, 2020, at 5:30 and 6:00 p.m.

Public Comment:

Jarod Wade had questions about his billing statement and why he was charged a \$25.00 late fee when he had a credit balance. Dan and Michelle talked to him and explained it was a billing system error and his statement would be corrected.

Being no further comments, the meeting was adjourned at 7:24 p.m.

Ole Gifford, President Pro-Tem Date