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WICKIUP WATER DISTRICT

92648 SVENSEN MARKET ROAD • ASTORIA, OREGON 97103

503/458-6555

Monthly Board Meeting

February 21, 2024

Commissioners Present: Duane Clayton, James Purdy, Gayle Leino, Lauren Harms, and Brad Salisbury.

Employees Present: Michelle Bolton and Dan Waterbury

Community Members / Guests: None

The monthly board meeting of Wickiup Water District was called to order at 6:30 p.m. at the district office by president, Duane Clayton.

Review and Approve Previous Meeting Minutes:

Lauren read the minutes from the January 10, 2024, meeting. Duane made a **Motion** to approve the meeting minutes as written. Jim seconded the motion. **Vote:** Unanimous - all in favor; **Motion carried.**

Reports of Accidents, Sickness or Death: None.

Financial Report:

Gayle gave the treasurer's report. That report and the list of monthly bills are attached and made part of the permanent record. **Motion** was made by Gayle to pay the bills as presented; Lauren seconded. **Vote:** Unanimous - all in favor; **Motion carried.**

Executive Session:

Pursuant to ORS 192.660(2)(i), the Board went into executive session to review Dan's annual performance report. At 7:50 p.m. the regular board meeting was continued.

District Manager's Report:

Michelle gave the district manager's report. A copy of the report is attached and made part of the permanent record. The report discussed implementing additional security at the plants, which would include security cameras, signage, and a new gate at the entrance of Little Creek.

The report also discussed the upcoming budget and set out a brief description of how the process will go.

DRC / Maintenance Report:

Dan gave the maintenance report.

Old Business:

The board reviewed Matt's annual performance report. That report was accepted as written. The board approved the suggested wage increase to \$32.00 per hour, plus a 4% COLA. The board also reviewed Dan's annual performance report that was discussed in the executive session. The board elected to return Dan to hourly as opposed to salary. Hourly rate will be \$41.50 per hour beginning July 1, 2024. Stability pay will remain the same.

As a matter of procedure, the board would like the annual performance reviews changed to every six months.

New Business:

All new business was addressed in the manger's report and/or maintenance report.

Public Comment:

None.

There being no further business the meeting adjourned at 8:25 p.m.

Duane Clayton, President

Respectfully submitted:

Lauren Harms, Secretary