

Tualatin Valley Water District



BOARD OF COMMISSIONERS
1850 SW 170th AVENUE
REGULAR MEETING MINUTES
AUGUST 15, 2012

Present: Commissioners: Dick Schmidt, Richard Burke, Jim Doane, Jim Duggan and Marilyn McWilliams

Management

Staff: Greg DiLoreto, Todd Heidgerken, Patty Rupp, Mark Knudson, Brenda Lennox, Paul Matthews, Amy Heinlen

Legal Counsel: Clark Balfour

Staff: Mike Britch, Senior Engineer

Public: None

Note: Unless otherwise indicated the term “Motion carried” means the action of the Board of Commissioners was unanimous.

An Executive Session took place before the Regular meeting, called under 192.660 (2) (a) to review and evaluate the employment-related performance of the chief executive officer, a public officer, employee or staff member who does not request an open hearing and 192.660 (2) (e) to conduct deliberations with persons designated by the governing body to negotiate real property transaction.

President Dick Schmidt called the Regular Meeting to order at 7:00 p.m.

REPORTS BY CHIEF EXECUTIVE OFFICER AND MANAGEMENT STAFF

Chief Executive Officer, Greg DiLoreto, announced that there would be a Special Board meeting September 4, beginning at 6:00 PM.

The dates of the October and November Board meetings will need to be changed.

Commissioners Duggan and Doane will be out of town on October 17; therefore, this meeting will take place on October 24. The November 21 meeting is the day before the Thanksgiving Holiday; therefore, this meeting will take place on November 28. Consensus of the Board was to move the meeting dates of both meetings.

The Intergovernmental Agreement (IGA) of the Southwood Park Water District has been finalized. Mr. DiLoreto explained the amendments to the IGA.

The Engineering Department provided the department report.

REPORTS OF MEETINGS ATTENDED AND COMMISSIONER TOPICS

A report was given by each Board member of meetings they attended for the month. Commissioner Duggan proposed a Commissioner Topic directing staff to monitor Portland's recent announcement that they plan to fluoridate their drinking water in the near future. Chief Engineer, Mark Knudson acknowledged the topic and assured the Board that staff is following this closely and will continue to do so.

PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

There was no public present.

CONSENT AGENDA

It was moved by Commissioner Doane and seconded by Commissioner McWilliams approving the Work Session minutes of July 10, as well as the Regular Board meeting minutes of July 18, 2012. Commissioner Doane abstained, as he did not attend either meeting. The motion passed with four votes in favor, and one abstention.

DIRECT REMAINING CONTRIBUTIONS OF TUALATIN VALLEY WATER DISTRICT (TVWD) EMPLOYEE IRS 125 FLEXIBLE SPENDING ACCOUNT TO CARE TO SHARE

Mr. DiLoreto explained that TVWD employees participate in an IRS approved flexible spending health account. Once each year, employees who wish to participate designate a portion of each paycheck into this account. There is no cost to the District. The funds are deducted from an employee's paycheck tax-free and are used to pay for any unreimbursed medical, dental, vision, and dependent day care expenses that qualify under the plan. Employees estimate at the beginning of the plan year how much of those unreimbursed expenses they might incur during the year. IRS rules state that any money not used by the employee at the end of the plan year is forfeited to the District and rolls into other miscellaneous income. The District can use those funds for any lawful purpose; however, the District is prohibited by the IRS from returning those funds to the employees that contributed them. Each year since 2007, the Board has moved to approve donating the forfeited employee contributions to Care to Share. The 2011 employee leftover amount is \$1,016.33. Given the difficult economic climate, it is proposed that these forfeited funds from 2011 once again be contributed to the Care to Share program.

It was moved by Commissioner Doane and seconded by Commissioner McWilliams to direct the remaining contributions of employee IRS 125 flexible spending account to Care to Share. The motion carried.

ADJOURNMENT

There being no further business, it was moved by Commissioner McWilliams and seconded by Commissioner Duggan to adjourn the Regular Meeting at 7:30 p.m. The motion carried.

BOARD OF COMMISSIONERS
TUALATIN VALLEY WATER DISTRICT

BY _____ BY _____
President, Dick Schmidt Secretary, James Doane

Date Approved: September 19, 2012