

Tualatin Valley Water District



This document represents the official meeting record of the November 18, 2015 regular meeting of the Tualatin Valley Water District (TVWD) Board of Commissioners held at 1850 SW 170th Ave., Beaverton, OR 97003. The video recording of this meeting can be found at: <http://www.tvwd.org/about-us/board-meetings-and-minutes.aspx>.

1. CALL TO ORDER AND ROLL CALL

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

Management Staff Present: Paul Matthews, Chief Financial Officer (CFO); Dave Kraska, P.E., Willamette Water Supply Director; Brenda Lennox, Customer & Support Services Manager; Dale Fishback, Field Operations Manager; Stu Davis, Interim Chief Engineer; Clark Balfour, Legal Counsel

Staff Present: Mike Jacobs, Risk Management Coordinator; Cheri Maki, Administrative Assistant to the CEO

Public Present: None

President McWilliams called the meeting to order at 7:01 p.m.

2. REPORTS BY THE CHIEF EXECUTIVE OFFICER AND MANAGEMENT STAFF

In CEO Knudson's absence, CFO Matthews presented the Chief Executive's Report, attached. Topics included:

- Chief Executive Officer Update
- Water Supply Update

Mike Jacobs presented the safety moment. The topic was home cooking fire incidents during the holidays and safety tips on ways to mitigate them, see attached memo.

Mr. Jacobs delivered the Department Report for Customer and Support Services, memo attached. The topics included

- District Winter Weather Preparations
- Customer Preparedness

3. COMMISSIONER COMMUNICATIONS

3.1 Reports of meetings attended

Commissioners provided reports of meetings they attended during the month (see attached).

3.2 Topics to be raised by the Commissioners

Commissioner Doane requested Staff conduct a feasibility study on granting two weeks paid leave for the District's Armed Forces Reserve members during military duty.

CFO Matthews stated that Staff would prepare a memo and report back at the December 1st work session.

4. PUBLIC COMMENT

There were no public comments.

5. CONSENT AGENDA

5.1 Approve the Executive Session Minutes of October 21, 2015

5.2 Approve the Regular Board Minutes of October 21, 2015

5.3 Approve the Executive Session Minutes of November 3, 2015

5.4 Approve the Work Session Minutes of November 3, 2015

Commissioner Duggan moved to approve Items 5.1, 5.2, 5.3 and 5.4 Commission Burke seconded. The motion carried 5-0-0.

AYES: McWilliams, Schmidt, Duggan, Doane, Burke

NAYS: None

ABSTENTIONS: None

6. BUSINESS AGENDA ITEMS

6.1 Resolution No. 15-15, A Resolution Authorizing a Permanent Easement Along the Northerly Property Line of the Florence Lane Reservoir Site. The Property is Located in T1S1W 25, Tax Lot 3400.

Stu Davis presented the report on Resolution 15-15, slides attached.

Staff recommended that the Board adopt the resolution.

Commissioner Burke moved to adopt Resolution 15-15. Commissioner Schmidt seconded. The motion carried 5-0-0.

AYES: McWilliams, Schmidt, Duggan, Doane, Burke

NAYS: None

ABSTENTIONS: None

6.2 Resolution 16-15, A Declaration and Sale of Surplus Property, Lot 1 in Woods Addition Subdivision. The Property is Located in T1N1E 32 CC, Tax Lot 3100

Mr. Davis presented the report on Resolution 16-15, slides attached.

Staff recommended the Board adopt the resolution.

Commissioner Doane moved to adopt Resolution 16-15. Commissioner Duggan seconded.
The motion carried 5-0-0.


AYES: McWilliams, Schmidt, Duggan, Doane, Burke
NAYS: None
ABSTENTIONS: None

7. ADJOURNMENT

There being no further business, President McWilliams adjourned the meeting at 7:37 p.m.

Approved by the Tualatin Valley Water District on December 16, 2015.

BY: 
Marilyn McWilliams, President

BY: 
James Duggan, Secretary