



TUALATIN VALLEY
WATER DISTRICT

Board Meeting Minutes

June 28, 2022

SPECIAL MEETING – 6:02 PM

CALL TO ORDER

Commissioners Present: Bernice Bagnall; Jim Doane, PE; Jim Duggan, PE; Todd Sanders

Staff Present: Tom Hickmann, PE, Chief Executive Officer; Clark Balfour, General Counsel; Paul Matthews, Chief Financial Officer; Tim Boylan, IT Services Director; Dave Kraska, PE, Water Supply Program Director; Andrea Watson, Communications and Public Affairs Supervisor; Debbie Carper, District Recorder

Other Attendee: Carl Fisher

1. BUSINESS AGENDA

- A. Consider and accept the resignations of Commissioners Schmidt and Bagnall.

Commissioners and staff expressed regret about the resignations of Commissioners Bagnall and Schmidt and Commissioner Sanders noted the resignations are driven by personal life changes for both Commissioners.

Motion was made by Doane, seconded by Duggan, to accept the resignations of Commissioners Schmidt and Bagnall (resignation letters attached). The motion passed unanimously with Bagnall, Doane, Duggan and Sanders voting in favor.

Mr. Hickmann stated Commissioner Bagnall's resignation is effective July 21, 2022. Mr. Balfour said Commissioner Schmidt's resignation is effective immediately.

- B. Consider appointment of Carl Fisher to Commissioner Position #2.

Mr. Hickmann said the completion of the appointment process—the administration of the oath of office—must be done in person and will occur prior to the July 20 regular Board meeting.

Commissioner Sanders pointed to Mr. Fisher's years of service to the District on the Budget Committee, his deep knowledge of District finances and operations and his understanding of the status of the Willamette Water Supply System and strategic issues facing TVWD as reasons why the Board is making this appointment. He said the Board is concerned that with the departure of Commissioner Bagnall, the appointment of Commissioner's Schmidt's replacement will help the District avoid potential quorum issues until her replacement is found. Finally, he said the Board has expressed a desire for continuity by the appointee, and Mr. Fisher has indicated he will file for election in May 2023 to serve the final two years of Commissioner Schmidt's term expiring in 2025.

Motion was made by Bagnall, seconded by Doane, to appoint Carl Fisher to Commissioner Position #2. The motion passed unanimously with Bagnall, Doane, Duggan and Sanders voting in favor.

The Board congratulated Commissioner Fisher on his appointment.

- C. Consider adopting a process for advertisement, recruitment and selection to fill vacant Commissioner Position #1.

Mr. Hickmann reviewed the draft Commissioner advertisement, recruitment and selection process included in the meeting packet.

In response to a question, staff said to avoid quorum issues, only two Commissioners may serve on any potential evaluation committee that meets to review applications.

Commissioner Doane suggested Commissioners Duggan and Sanders serve on the committee.

Commissioners discussed reviewing applications as a two-Commissioner committee or as the full Board at the August 2 work session and reached consensus to discuss the applications in the work session. Transparency was cited as the main reason. The risk of embarrassing an applicant can be alleviated by group discussion around strengths and desired characteristics rather than highlighting shortcomings.

Commissioners indicated approval of the draft timeline with agreement that it may need to be extended depending on the applications received.

Motion was made by Doane, seconded by Duggan, to adopt the process for advertisement, recruitment and selection to fill vacant Commissioner Position #1 that was in the meeting packet, with the addition of Commissioners Duggan and Sanders making an initial assessment of applications on August 1 before the applications are reviewed by the full Board on August 2.

ADJOURNMENT

There being no further business, President Sanders adjourned the meeting at 6:41 p.m.

Todd Sanders, President

Jim Doane, Secretary



From: Dick Schmidt

Sent: Tuesday, June 07, 2022 5:54 PM

To: Katherine Lipari DeSau

Subject: RE: June 7 Board work session information

I am resigning from the TVWD board. I have been a board member since 2006 and I am done. There needs be some fresh thinking. Consider this my official termination announcement.

~dick

From: Bernice Bagnall
Sent: Tuesday, June 28, 2022 3:20 PM
To: Todd Sanders; Clark Balfour; Tom Hickmann
Subject: Board resignation

Hello all:

This email should serve as my official resignation from the Board of Tualatin Valley Water District as of July 21st, 2022. I look forward to participating in the July 20th meeting, but that will be my last. Thank you to everyone for the support and friendship I have experienced with TVWD over the years.

Sincerely, Bernice Bagnall