



M I N U T E S

A regular meeting of the Sunrise Water Authority Board of Commissioners was held on Wednesday, April 27, 2022 at 6:00 pm. The meeting was a hybrid with attendees both in person and remote via Zoom.

Board Present: Chris Hawes, Chair; Kevin Bailey, Secretary; Kevin O'Meara, Diana Helm (remote), Gary Barth (remote) and Tim Chairret (remote)

Board Absent: Andy Coate

Staff Present: Wade Hathhorn, General Manager; Jamey Pietzold, Finance Director; Cindy Richards, Administrative Manager; and Kim Anderson, Government Relations Manager.

Visitors Present: Sherry French, CRW; Joe Schwiewe, Holt Group; Paul Gornick, OLWS (remote)

CALL MEETING TO ORDER

The meeting was called to order at 6:05 pm.

BUDGET COMMITTEE MEETING

ROLL CALL - Anderson performed the voice roll call for the Budget Committee Meeting.

The Board opened the Budget Committee Meeting at 6:07 pm.

A motion to approve the FY 2022-23 budget as presented was made by Helm and seconded by Barth. Motion carried unanimously.

Details of the Budget Committee meeting are provided in the attached draft minutes that will be approved during the FY 2023-24 Budget Committee meeting.

The Board Closed the Budget Committee Meeting at 7:37 pm.

ROLL CALL - Anderson called the roll of participants in the Board of Commissioners meeting.

EXECUTIVE SESSION

The Board entered executive session at 7:40 pm.

The Board convened an executive session pursuant to ORS 192.660(2)(b), to consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent who does not request an open hearing and (f), to consider information or records that are exempt by law from public inspection.

The Board returned to regular session at 8:01 pm.

APPROVAL OF AGENDA

A motion to approve the agenda with the addition of item 1.7 was made by O'Meara and seconded by Bailey. Motion carried unanimously.

PUBLIC COMMENT

Anderson explained that the request before the Board was initiated by a customer inquiry about the potential for additional assistance to assist with addressing the bill generated due to a leak. She discussed the significant extenuating circumstances that staff felt justified bringing the request to the Board for consideration. Hawes noted that the recommendation was to reduce the balance to \$500 and create a payment arrangement for 12 months. Hathhorn stated that Staff received evidence sufficient to support a

hardship claim and noted that the proposal before the Board was designed to accommodate the amount the customer says he has capacity to pay. He said that he believes there may be additional assistance that the customer can obtain to lower the cost further, but rather than sending the party back and forth between various agencies this sets a balance due and establishes a mechanism for payment of that amount irrespective of additional assistance the party may be able to obtain.

Helm expressed concern that the Board could be creating the appearance of playing favorites in their decision making regarding leak adjustments. Hathhorn acknowledged that concern, but noted that the customer was asked to provide documentation supporting his assertion of financial need and did so to the satisfaction of staff. He mentioned that this is one of the first times that Sunrise has requested such supporting documentation. Helm noted that she has only brought this up to assure that Sunrise is covering their bases in these decisions.

The Board engaged in a conversation about the policy, the costs that are subsidized when leaks are written off, and equity in decision making on variance requests. Barth noted that this underscores how unaware people are of the financial impacts of leaks.

A motion to reduce the balance to \$500, create a payment plan to extend 12 months and advise the customer to seek additional assistance through Clackamas County Social Services was made by Bailey and seconded by Helm. Motion carried unanimously.

1. CONSENT AGENDA

A motion to approve the Consent Agenda, consisting of the items listed below was made by Helm and seconded by Bailey. Motion carried unanimously.

- 1.1 Approval of Minutes of March 9, 2022 Meeting
- 1.2 Approval of Minutes of March 23, 2022 Meeting
- 1.3 Approval of a Surface Water, Storm Drainage and Sanitary Sewer Easement to Water Environment Services
- 1.4 Approval of Amended Easement Agreement for Scouter's Mountain LLC
- 1.5 Acceptance of Water Mains and Related Facilities for Eagle Landing Townhome
- 1.6 Proclamation of Drinking Water Week 2022
- 1.7 Adoption of Resolution 2022-03, Identifying Surplus Property Not Needed for Public Use and Authorizing Disposal

2. DISCUSSION ITEMS

2.1 Dissolution of CRWSC

Hathhorn stated that the dissolution of the CRWSC requires an agreement and a dissolution plan and requires a unanimous vote of the member agencies. He stated that the single asset jointly held by the members is a license for the SCADA software, and staff has already recommended that it be turned over in name to CRW. The other services that are shared will be worked out in separate agreements. French noted that there is some language in the report that might lead one to believe that this is already a done deal, but she stated that the CRW has not reviewed the NCCWC Agreement or the dissolution papers at this point. A short discussion ensued about the specific services that need to be addressed. Hathhorn stated that the intent is for formal dissolution paperwork to be on the Board agenda in May and that the adoption of the NCCWC/CRW agreement will be on the NCCWC meeting agenda in June.

3. STAFF REPORTS

3.1 Manager’s Update

Hathhorn stated that he has signed the contract for construction of the new facility, the final value-engineering meeting before construction is this week, the preconstruction meeting with the City is scheduled for next week, and equipment will head onto site after that. His understanding is that the intention is to start pouring concrete at the start of June.

Barth asked if there have been any issues with the City. Hathhorn commented that original application for land use and development were for a certain style and design of building that complied with City requirements and codes. He said it is unknown what level of approval is going to be required for the changes generated from the value-engineering process, whether it will be a simple approval or require a more extensive process.

He mentioned that the level of cost savings potentially realized by changing to a pre-engineered steel building could also be achieved by making modifications to the current shop design, such as removing the clerestories and shortening overhangs. Pursuing that option should make the approvals much easier. He reported that the approval process should know that after the pre-con meeting with the City.

Hathhorn also reminded the Board the City had required Sunrise to provide additional security to guarantee performance for the construction of Reservoir 11. The City has agreed to accept a letter of security in lieu of additional security for the building project.

3.2 Engineering Report – No Comments

3.3 Construction Report

Board members mentioned that the pictures in the report give good perspective.

3.4 Operational Report – No Comments

3.5 Finance Report – No Comments

Hawes stated that the budget was well done and thanked Pietzold for taking that so quickly after coming on board.

4. BOARD BUSINESS

4.1 Board Calendar

4.2 Liaison Reports

Commissioner	Meetings Travel (T) or Remote (R)
Chris Hawes	(T) Boring Water, signed reservoir site lease; (T) CRW ordinance on fees and charges, resolution about IGA’s for water testing with other agencies; (R) OLWSD, appointed replacement for Knudson, presentation from Backyard Habitat, discussion AKS agreement to do study on sewer trunk main capacity, since DEQ says they have to add tertiary treatment and they are trying to figure out how to pay for it. Rates have been kept low for years. Board members concerned about increase of 21%. Citizens present stated it is a necessary life service and Board needs to explain to public the need. In best case they will have to pay for a 30% plan to apply for grants and assistance that will at maximum pay for 49% of the capital costs. (T) State of the County

Kevin Bailey	(T) 3/24 NCCWC, elect presiding officer and passed budget, (R) 4/5 HV work session, Bought land on Clackamas River, MPAC voted against tolling option, (R) HV Council, discussed ordinance around middle housing issues, (R) State of the County, (R) HV work session, park and library expansion, HV downtown district identified 172 nd /162 nd straddling Scouters Mountain Road. Expecting 7,400 people by 2040, term limits.
Andy Coate	Absent
Gary Barth	(R) Regional Water Providers Exec Committee, agenda for Board meeting, vacancies addressed, program and director report, emergency drinking water framework plan. Meetings likely to remain remote; (T) State of the County.
Kevin O'Meara	None
Diana Helm	(R) North Clackamas Chamber, Ben Bryant on update on petition to re-form Damascus, State of Oregon Employment on presentation on labor force, Susan Kiel update on OLWD formation as water authority.
Tim Chairret	None

Hathhorn noted that the first middle housing application is on 129th.


ADJOURN

The meeting adjourned at 8:53 pm.

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CHRIS HAWES, CHAIR

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KEVIN BAILEY, SECRETARY