



## M I N U T E S

A regular meeting of the Sunrise Water Authority Board of Commissioners was held on Wednesday, August 24, 2022 at 6:00 pm. The meeting was a hybrid meeting.

**Board Present:** Commissioners Chris Hawes (Chair); Kevin Bailey (Secretar); Kevin O’Meara, Gary Barth; Diana Helm, Tim Chairret

**Board Absent:** Commissioner Andy Coate

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

**Visitors Present:** Paul Gornick, Oak Lodge Water Services; Sherry French, Clackamas River Water

### CALL MEETING TO ORDER

Hawes called the meeting to order at 6:00 p.m.

**ROLL CALL** - Anderson performed the voice roll call.

### FLAG SALUTE

### APPROVAL OF AGENDA

A motion to approve the agenda was made by Commissioner Helm seconded by Bailey. Motion carried unanimously.

**PUBLIC COMMENT** – None

### 1. CONSENT AGENDA

A motion to approve the consent agenda consisting of the items listed below, was made by Commissioner Barth and seconded by Chairret. Motion carried unanimously.

#### 1.1 Approval of Minutes of July 27, 2022 Board Meeting

### 2. DISCUSSION ITEMS

#### 2.1 Adopt Resolution 2022-10, Authorizing a Temporary Variance from Rules and Regulations for Unmetered Connections

Hathhorn reiterated that supply chain issues discussed at the previous meeting continue and that the stock of meters on hand is critically low. He presented a proposal to suspend rules and regulations requiring meters at every new service on a temporary basis in the event meters are not available when required. The proposal would institute a “fixed fee” charge for both the regular monthly service charge and consumption based on meter size.

A motion to adopt Resolution 2022-10, Authorizing a Temporary Variance from Rules and Regulations for Unmetered Connections was made by Commissioner O’Meara and seconded by Helm. Motion carried unanimously.

#### 2.2 Selection of Management Training & Executive Coaching Provider

Richards summarized the search and selection process for the management training and executive coaching provider and highlighted considerations that led to the proposal before the Board.

A motion to authorize the Administrative Manager to engage Red Kite Rising to provide Management Training and Executive Coaching, and to authorize the Administrative Manager to spend up to \$23,500 for the customized program with Red Kite Rising was made by Commissioner Helm and seconded by Bailey. Motion carried unanimously.

### 2.3 Appoint NCCWC Representatives

Anderson noted that, as the NCCWC representatives enter into binding agreements on behalf of the Board, it is best practice to make formal appointments to those positions.

A motion to reappoint Commissioners Hawes and Bailey to the NCCWC Board, with Commissioner Coate as the designated alternate, was made by Commissioner Helm and seconded by Barth. Motion carried unanimously.

## 3. STAFF REPORTS

### 3.1 Manager's Update

Hathhorn provided updates of agency activities including:

- Status of new building construction – roof intended to be in place by mid-October, if all goes well, substantial completion by June 2023
- Clackamas stream flows remain better than in recent years for same time period – Streamflow based limitations on use included in draft final order that is still in dispute
- Launch of annual CRWP Fish on the Run water conservation campaign to reduce or eliminate outdoor water use
- A response to a question from Helm about the SWA purple pipe system
- The need for two commissioners to enroll in the SDAO Board Academy
- Update on information related to the Portland Amateur Radio Club request for antenna space lease. The Board indicated that he should proceed with conversations with PARC on a potential agreement and terms.
- Information on the CRWP watershed tour
- Employee of the year award made to Jeanette Carroll Ferlan

### 3.2 Engineering Report

Commissioner O'Meara asked about the process for conducting condition assessments. Hathhorn responded with a series of methods, ranging from simple age and material type to monitoring pipe break histories. Hathhorn also explained that Sunrise has been working with a private service provider (Echologics) to explore advanced sonic leak detection among the Class 50 ductile iron pipe inventory.

### 3.3 Construction Report

Hathhorn reported on the attempted theft of property and electrical meter destruction at the Armstrong Circle construction site. Apparent thieves appeared to attempt to steal various heavy equipment at the site. In the attempt, these individual(s) tried to disarm site security by disrupting the electrical supply. The incident destroyed the electrical connection serving pump station 14, which had to be repaired by PGE and our electrical repair contractor. No suspects have been arrested.

### 3.4 Operational Report – No comments

### 3.5 Finance Report

Pietzold updated the Board on several items including:

- Interest on LGIP has gone up.
- Plan for repaying the construction loan from the State. Pietzold is working on a proposed schedule for draws based on minimizing the cost of repayment. Timing of draws can have significant impacts on interest paid. Other factors involved include liquidity levels (cash on hand), the dispersal pattern of Business Oregon and the pace of spending during construction.

## 4. BOARD REPORTS

4.1 Board Calendar (see meeting packet)

4.2 Meeting Attendance and Liaison Reports

Commissioner	Meetings Travel (T) or Remote (R)
Chris Hawes	Boring Water – Reservoir funding being pursued, CRW – Rates resolution, new commissioner, Resource sharing; Oak Lodge – remote meeting access issues
Kevin Bailey	None
Andy Coate	Absent
Gary Barth	None
Kevin O’Meara	None
Diana Helm	None
Tim Chairet	(R) Sunnyside CPO – Sheriff rollout of bodycam program and crime stats dashboard, NCPRD master planning

4.3 Information Items –

Commissioner O’Meara asked about the state’s SDC study. Hathhorn stated EcoNorthwest is working on a report and that he participated in a survey regarding the organization structure and use of SDCs. Hathhorn indicated he will share a copy of that report with the board when complete.

4.4 Future Agenda Items - None

## 5. ADJOURN

The meeting adjourned at 7:35 p.m.

DocuSigned by:

*Chris Hawes*  
36402AC9982D459...

CHRIS HAWES, CHAIR

DocuSigned by:

*Kevin Bailey*  
DD855DE3CE264C1...

KEVIN BAILEY, SECRETARY