



## M I N U T E S

A regular meeting of the Sunrise Water Authority Board of Commissioners was held on **Wednesday, March 22, 2023 at 6:00 p.m.** at Sunrise Water Authority's Administrative Office, 10602 SE 129<sup>th</sup> Ave, Happy Valley, OR 97086, and virtually via Zoom.

**Commissioners Present:** Chris Hawes, Chair; Andy Coate, Vice Chair; Kevin Bailey, Secretary; Kevin O'Meara; Diana Helm; Tim Chairret

**Commissioners Attending Remotely:** Gary Barth

**Commissioners Absent:** None

**Staff Present:** Wade Hathhorn, General Manager; Jamey Pietzold, Finance Director; Cindy Wolff, Administrative Manager

**Visitors Present:** Sherry French, CRW Board; Paul Gornick, OLWS Board

### CALL REGULAR MEETING TO ORDER

Chair Hawes called the meeting to order at 6:01p.m.

### VOICE ROLL CALL

Wolff performed roll call.

### PLEDGE OF ALLEGIANCE

### APPROVAL OF AGENDA

Hawes added item 2.1 Employee Settlement to the discussion items. Helm made a motion to approve the agenda as amended and Bailey seconded. The motion carried unanimously.

### PUBLIC COMMENT

#### 1. CONSENT AGENDA

O'Meara made a motion to approve the consent agenda consisting of the items listed below and Coate seconded. The motion carried unanimously.

- 1.1 Approval of Minutes of February 22, 2023
- 1.2 Adoption of Resolution 2023-02, Annexation of Service Territory
- 1.3 Approval of Second Amended Easement Agreement with Scouter's Mountain LLC
- 1.4 Approval of Partial Release of Water Line Easement for Scouter's Mountain LLC
- 1.5 Appointment of Budget Committee Members

#### 2. DISCUSSION ITEMS

##### 2.1 Employee Settlement

Hawes said this was discussed in executive session and stated he would entertain a motion that the Board delegate to Cindy Wolff the authority to settle a potential dispute with former employee Kim Anderson in consultation with Sunrise's employment counsel under guidance provided by the Board. So moved by Barth and seconded by Chairret. Motion carried unanimously.

#### 3. STAFF REPORTS

##### 3.1 Manager's Update

Hathhorn provided updates on the snowpack on Mt. Hood; construction of the new facility; and the

Court of Appeals decision on water rights.

There was discussion about setting up tours for the Board to visit the new facility this spring while it's still under construction.

Hathhorn circled back to last meeting's conversation about signage. There was a discussion about whether the full address should be included on the exterior sign or just the street address. Helm shared her preference for the full address. Barth and Hawes preferred just the street address. Next the Board discussed the interior signage. There was discussion about whether or not to include a plaque with the names of the current commissioners in addition to the dedication to Ernie Platt. Helm commented that she'd prefer to not have her name on the plaque. Hawes asked each commissioner to share their thoughts. The Board agreed by consensus to include the current commissioners' names on a plaque.

Hathhorn described various options for displaying Sunrise's name and logo in the boardroom and asked the Board for its feedback. The consensus was to have a colored sign.

### **3.2 Engineering Report**

### **3.3 Construction Report**

Helm asked when the High Ridge Court intertie project would start. Hathhorn didn't have a date and noted the delay in getting necessary permits. He added that the easements needed to be signed by the homeowners.

Barth requested that Staff include a district map noting the location of the projects outlined in the Construction Report each month.

### **3.4 Operational Report**

Hathhorn said he had an answer for last month's unaccounted for water questions. He explained that it could be due in part to an increase in main breaks but there isn't a solid answer. Staff is proposing as part of this year's budget to participate in a program with CRW to locate water loss via satellite. Hathhorn briefly described the program and noted the importance of meter testing. He noted the cost associated with tracking down water loss, particularly given Sunrise's relatively small loss.

### **3.5 Financial Statements**

Pietzold shared highlights of the Financial Statements including a spike in meter sales due to an increase in purchases prior to the SDC rate increase. He also explained a spike in revenue due to the first disbursement of the Business Oregon loan.

## **4. BOARD BUSINESS**

### **4.1 Board Calendar**

### **4.2 Meeting Attendance and Liaison Reports**

<b>COMMISSIONER</b>	<b>MEETING</b>	<b>IN PERSON/REMOTE</b>
Tim Chairet	None (shared highlights from CPO meeting Minutes)	N/A
Kevin Bailey	Happy Valley City Council – March 7	In Person
Diana Helm	Happy Valley City Council – March 7	In Person
	Clackamas County Chamber Public Policy – March 6	In Person
Andy Coate	None	N/A

Kevin O'Meara	None	N/A
Gary Barth	None	N/A
Chris Hawes	Oak Lodge Water Services – March 21	In Person
	Boring Water District	In Person

Helm asked for a refresher about providing water above a given altitude. There was discussion about Sunrise’s relationship with the City.

**4.3 Information Items**

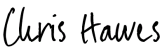
**4.4 Future Agenda Items**

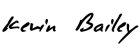
**5. WORK SESSION ON EMERGENCY PLANNING**

There was a work session, during which Hathhorn shared information and historical events related to emergency planning.

**6. ADJOURN**

Chair Hawes adjourned the meeting at 8:13 p.m.

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 CHRIS HAWES, CHAIR

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 KEVIN BAILEY, SECRETARY