

**Scappoose Drainage Improvement Company**  
**Board of Directors Special Meeting Minutes – November 20, 2020**

**Present via Zoom video/teleconference:**

Geoff Wenker, President	Laurie Mapes, Staff
Gary Wheeler, Vice President	Kyle Hoyt, Landowner (left 9:05)
Jeff Mapes, Secretary/Treasurer (left 11:05)	
Len Waggoner, Director	
Karen Kessi, Director	

President Wenker called the meeting to order at 8:02 a.m. through the Zoom virtual meeting platform. The minutes below are associated with agenda items.

**Financial Issues**

President Wenker made a motion to have Jeff Mapes transfer money from SDIC’s state pool account using the information provided in the bill recently received from the state Infrastructure Finance Authority and make the first payment of \$37,401.85 due on the IFA loans. Karen Kessi seconded the motion. All directors voted in favor of the motion.

**Smith Pump Issues**

Gary Wheeler reported that the earth is disappearing around the foundation of the Smith pump structure and a sinkhole has developed below the foundation. Approximately 50% or more of the building is not touching the ground, and the building is tilting. Even a temporary fix likely would require removing pumps and the roof. The pumps currently are turned off. Kyle Hoyt noted that there does not seem to have been additional sloughing since the pumps were turned off and that running the pumps likely will undermine the structure further and potentially damage the pumps.

Jeff Mapes made a motion to create a subcommittee of Gary Wheeler, President Wenker and landowner Kyle Hoyt to address the Smith pumphouse structure failure. Karen Kessi seconded the motion, and all directors voted in favor of it. Jeff Mapes moved that the subcommittee be authorized to have the pumps pulled and inspected as one of the subcommittee’s first actions. Karen Kessi seconded the motion, and all directors voted in favor of it. President Wenker moved that the subcommittee be authorized to seek engineering and outside advice, reaching out to contractors and engineers regarding design of a replacement structure. Jeff Mapes seconded the motion, and all directors voted in favor of it. Jeff Mapes moved that the subcommittee have an initial budget of \$20,000 to expend at its discretion. Karen Kessi seconded the motion, and all directors voted in favor of it.

**The board moved to executive session at 9:05 a.m. under ORS 192.660(2)(a) to discuss staffing matters. The board returned to public session at 11:45 a.m.**

Karen Kessi made a motion to approve the attached, revised position descriptions for Operations Manager and Special Projects Manager. President Wenker seconded the motion, and all directors present voted in favor of it. (Jeff Mapes had left the meeting.)

**House & Office Renovation**

Karen Kessi reported that she and Jeff Mapes met with another contractor regarding house/office renovations and expect to have another bid soon.

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**Upcoming Meetings and Adjournment**

The next regular monthly board meeting is on December 10, 2020 at 4:00 p.m. The board will hold a special meeting on staffing issues on Tuesday, November 24, at 6:00 p.m. Karen Kessi made a motion to adjourn. President Wenker seconded the motion, and all directors present voted in favor of it. The meeting was adjourned at 11:49 a.m.

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Geoff Wenker, President

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Len Waggoner, Director

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Gary Wheeler, Vice President

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Karen Kessi, Director

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Jeff Mapes, Secretary/Treasurer

**Attachments:**

- Meeting agenda
- Business Oregon Special Public Works Fund Invoice due 12/01/1010 for \$37,401.85
- Position description for Operations Manager approved 11/20/2020
- Position description for Special Projects Manager approved 11/20/2020