

Scappoose Drainage Improvement Company
Board of Directors Monthly Meeting Minutes – July 8, 2021

Present via Zoom video/teleconference:

Geoff Wenker, President
Gary Wheeler, Vice President
Jeff Mapes, Secretary/Treasurer
Len Waggoner, Director
Karen Kessi, Director

Chase Christensen, General Manager
Laurie Mapes, Staff
Rob Hostettler, CalPortland
Debbie Murphy, CalPortland Attorney
Marie Gadotti, Landowner
Bruce Estok per Zoom ID

President Wenker called the meeting to order at 6:02 p.m. through the Zoom virtual meeting platform. Minutes below associate with Agenda items.

Public Comment

Marie Gadotti asked for the Manager's Report and asked if landowners can attend the FEMA accreditation meeting, which President Wenker noted will be on Monday, July 12. President Wenker noted that the meeting is not hosted by SDIC but he can check with city staff about who can attend. Marie said that she will call city staff and ask.

Consent Agenda

President Wenker noted that Smith pump station repair/replacement costs are captured on the balance sheet under "assets," in the amount of \$211,096.99. The house/office remodel costs also are captured there, in the amount of \$62,335, which does not include exterior painting. President Wenker made a motion to approve the transactions on the transaction list beginning June 2 and projected through July 12 and to authorize a transfer of \$15,000 from the state pool to the checking account. Jeff Mapes seconded the motion, and all directors voted in favor of it. President Wenker made a motion to approve the remaining items on the consent agenda. Jeff Mapes seconded the motion, and all directors voted in favor of it.

Manager's Monthly Report

Manager Chase Christensen gave the attached Manager's Report and added that he has been doing research on toe drains around the Cherry Orchard pump station. Those toe drains could be difficult to find because they were installed during levee upgrades in the 1940s and daylighted in the then-existing pump station, but that station later was removed and a new pump station built in 1979. The toe drains likely are buried, and quite deep. The toe drains are old bell and spigot drain tiles; Tim Couch at SIDIC has resorted to backhoes to search for toe drains. Chase reported that he thinks he found the one on the Olsen Farm. The tractor mentioned in Chase's report is his own; the tractor can be used by SDIC when needed rather than rent a tractor on a daily or hourly basis and try to complete needed work within the rental period. Chase noted that he examined the Honeyman pump intake; the intake consists of original wood, and half is missing. He also reported that the house/office building was painted today; the painting is not yet finished.

President's Monthly Report

President Wenker reported that the Council Chambers is available for the annual meeting on August 9, August 10 and August 17. By consensus, the board selected August 9. Attorney Jeff

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Condit is available and indicated that he will finalize the proposed bylaws amendments to be voted on at the meeting. The landowner meeting subcommittee will meet to finalize plans.

President Wenker noted that a FEMA accreditation meeting among WEST Consultants, SDIC, City of Scappoose, and Columbia County representatives is scheduled for July 12. President Wenker expects that the meeting is to review and spot-check WEST's revisions to flood mapping. If the revisions are acceptable, he expects that WEST will provide the "shape files" to GSI, then GSI will create a list of affected landowners, and then the list will be given to the city and county for notification of affected landowners.

President Wenker made a motion that he have authority to sign a July 8, 2021 change order ("Amendment 7") to GSI which estimates a cost of \$1,500 to compile a list of landowners impacted by the projected flood mapping created by WEST Consultants and requests an additional \$250 for work related to the fee assessment table beyond GSI's original estimate. Jeff Mapes seconded the motion, and all directors voted in favor of it.

NW Agg Joint Permit Application to Expand Bates-Roth Operation by 132 Acres

President Wenker reported that USACE is almost done with its review of the seepage model portion of the application.

Ellis Farm & Cadman

President Wenker reported that USACE had another meeting to go over basic requirements and timelines for the Cadman 408 application for gravel mining operations on the Ellis property. In accordance with authority President Wenker was given at the June SDIC board meeting, he has discussed data sharing and a cost sharing agreement with Christy McDonough of Cadman. Jeff Condit has been asked to work on contract language.

Financial Issues

President Wenker noted that the budget was approved in June. The assessment table is done and ready to go. President Wenker presented Resolution No. 623 providing for collection of budget revenue in the amount of \$350,000. Jeff Mapes made a motion to adopt Resolution No. 623 for fiscal year 2021-22. Karen Kessi seconded the motion, and all directors voted in favor of it.

House Rental

Attorney Condit provided an amended Property Management Agreement with Harlow Vernwald / Projection Realty today. Jeff Mapes made a motion to authorize President Wenker to sign the agreement as amended by the attorney. Len Waggoner seconded the motion, and all voted in favor of it. Chase reported that he ordered the safety/warning signs to post on the property.

Staff Issues & updates to Job Descriptions

The hiring subcommittee met after the last board meeting. The three job descriptions have been given to Chase to review and suggest any changes he thinks are needed. The hiring subcommittee then will come up with a process for performance reviews and a process for addressing compensation.

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Western Resources Legal Center IDA records request

President Wenker reported that he provided the information Western requested and that he has not heard from Western staff since then.

Upcoming Meetings and Adjournment

The annual landowner meeting will be August 9 at 7:00 p.m., with the annual board meeting to follow. President Wenker announced that his position is the only board position up for election, and that he does not plan to run for re-election. The September meeting will be held on September 9, 2021. Jeff Mapes made a motion to adjourn. Karen Kessi seconded the motion, and all directors voted in favor of it. The meeting adjourned at 7:08 p.m.

There was no executive session.

Exhibits attached to Minutes and/or in Dropbox:

- Meeting Agenda
- SDIC Monthly Manager's Report 7/8/2021
- 20210708 Balance Sheet
- 20210708 P&L Budget vs Actual
- 20210708 P&L This vs Last
- 20210708 Check Register
- 20210708 Credit Card Register
- 20210708 Transaction List by Date
- GSI Amendment 7 dated July 8, 2021
- Resolution No. 623
- Redline SDIC Property Management Agreement

Approved by the Board of Directors on : August 9, 2021

Laurie Mapes
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