

**Scappoose Drainage Improvement Company**  
**Board of Directors Monthly Meeting Minutes – May 13, 2021**

**Present via Zoom video/teleconference:**

Geoff Wenker, President	Chase Christensen, General Manager
Gary Wheeler, Vice President	Laurie Mapes, Staff
Jeff Mapes, Secretary/Treasurer	Rob Hostettler, CalPortland
Len Waggoner, Director	Tate Justesen, public
Karen Kessi, Director	Christy McDonough, Cadman

President Wenker called the meeting to order at 6:04 p.m. through the Zoom virtual meeting platform. Minutes below associate with Agenda items.

**Public Comment**

There was none.

**Consent Agenda**

President Wenker reviewed the financial reports and noted that the house remodel expenses are capital improvements that cannot be expensed.

President Wenker made a motion to approve the consent agenda. Karen Kessi seconded the motion. All directors voted in favor of it.

**Manager's Monthly Report**

Chase Christensen reviewed his monthly report and noted that he and JR think they may have found the toe drain at the south end of the Olsen farm, but they need to do more exploring. The internet at the office is working very well. The cabinets are in the office, but there are still quite a few boxes of material to review and sort. Regarding the boil at the Cherry Orchard ditch tee, the wooden flume turned out to be multiple wooden flumes. CalPortland got them all dug up, and it is thought that the problem is solved.

Chase attended the Willamette Basin Mercury TMDL workshop on May 4 and learned that, by September of 2022, the SDIC must have a plan in place to address mercury in the water. It appears that a draft plan may need to be prepared by the end of this summer. Chase's understanding is that the SDIC is responsible only for its own contributions to mercury, for example from ditch cleaning, and not for contributions from the city or contributions that result from farming practices. There is another meeting on June 8, 2021 specifically for water conveyance entities such as drainage districts.

Chase suggested that his efforts on vegetation management would be more efficient if he had pre-approved funds to spend, for example to rent mowing equipment. Gary Wheeler made a motion to allow Chase to spend up to \$10,000 to take care of vegetation management, and to review the progress and need for additional funding at each meeting. Karen Kessi seconded the motion. All directors voted in favor of the motion.

Karen Kessi reported that the house remodel work is complete and that Dan Daoust has returned the keys. He is currently scheduled on other work for the next four months, so the time frame for the exterior painting is uncertain.

**Scappoose Drainage Improvement Company**  
**Board of Directors Monthly Meeting Minutes – May 13, 2021**

Regarding the Smith pump replacement, Chase reported that Crow Water is starting to fabricate the discharge pipes. Chase noted that an unexpected expense of \$7,200 was incurred to place boulders to prevent sloughing of a bank, but the boulders will be useful into the future when they are moved over to support a bank by the power pole that will be constantly exposed to water after construction of the new pump station is complete.

**President's Monthly Report**

No action was taken on setting the annual landowner meeting. President Wenker reported that the spreadsheet table for the annual assessment arrived yesterday; he and Chase will work on it. FEMA accreditation is still stalled, with the city and county apparently in discussions about incorporating updated LiDAR into the mapping.

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

Rob Hostettler reported that, within the past couple of weeks, discussions between USACE and Golder have taken place. He hopes that, by the next board meeting, there will be a status report on the seepage model.

**Ellis Farm & Cadman**

Christy McDonough noted that the kickoff meeting with USACE took place a couple of weeks ago and that Cadman's engineers are moving forward with a bathometric survey and wetlands work. A second meeting is set for later in May, probably with more technical discussion about the load-out facility.

**Pumping Levels**

The board discussed the Evans ditch level. No action was taken.

**House Rental**

No action was taken.

**Financial Issues**

President Wenker, Gary Wheeler, and Chase Christensen will work on the budget before the June board meeting.

**Staff Issues & updates to Job Descriptions**

Karen Kessi raised the issue of the Organizational Assessment, in particular its recommendations regarding employee performance evaluations. She spoke with Anna Lee from HR Answers for guidance. There is a Performance Management Resource Guide available through HR Answers, and Karen will forward it to the rest of the board. Karen suggested the board develop an SDIC-specific performance evaluation process, including how compensation increases will be determined, and conduct a strategic planning and goal-setting process in line with the Organizational Assessment recommendations, perhaps involving Teri Dresler of SDAO. The consensus of the board is that the staffing subcommittee should re-convene to develop recommendations for moving forward with these issues.

**Scappoose Drainage Improvement Company**  
**Board of Directors Monthly Meeting Minutes – May 13, 2021**

**Potential Internship**

Laurie Mapes reported that her son, Nathan Mapes, is a graduating senior in the political science department of Portland State University and looking for an unpaid internship opportunity of about eight hours a week for the next four weeks or so. He would like to work with the SDIC under PSU's guidelines of performing meaningful tasks that are relevant to political science, and something of benefit to the SDIC. It was noted that help sorting the boxed records would be useful, and possible research topics were discussed. By consensus of the board, Jeff Mapes was designated as the point person to supervise Nathan's assistance efforts.

**Upcoming Meetings and Adjournment**

The next regular monthly meeting is scheduled for June 10, 2021 at 6:00 p.m. Karen Kessi made a motion to adjourn. Gary Wheeler seconded the motion, and all voted in favor of it. The meeting adjourned at 7:58 p.m.

**Exhibits attached to Minutes and/or in Dropbox:**

- Meeting Agenda
- SDIC Monthly Manager's Report 5/13/2021
- Smith Pumping Plant Replacement Update 5/12/2021
- 2021-05-11 Steve Husted Invoice for \$980
- April 2021 GSI Invoice
- 2021-05-13 Balance Sheet
- 2021-05-13 P&L Budget vs Actual
- 2021-05-13 P&L This vs Last
- 2021-05-13 Check Register
- 2021-05-13 Credit Card Register
- 2021-05-13 Transaction List by Date

Approved by the Board of Directors on : June 17, 2021

Laurie Mapes  
Laurie Mapes