

PACIFIC CITY JWSA BOARD OF DIRECTORS
BUSINESS MEETING MINUTES

October 17, 2024

Chair Donohue called to order the Monthly Business Meeting at 5:00 PM

Chair Donohue started the Business Meeting in person at KCC and virtually through Microsoft Teams. Chair reviewed rules of conduct, rules read.

Directors Present: (In Person) Tom Donohue, Anne Price, LuAnn Anderson, and Kathleen Starostka.

Guests Present: Max Shoemaker (In Person)

Staff Present: (In Person) John Wesely and Rachelle DeLoe.

Staff Present: (Via teams) Jeb Pippenger and Jason Stewart

APPOINTMENT OF BOARD POSITION #4 (MAX SHOEMAKER)

Chair Donohue asked the board if there were any questions. The board asked Mr. Shoemaker questions, and he answered them.

Motion

Chair Donohue called for a vote to appoint Max Shoemaker to Board Position #4 to fill out the remainder of the term. 1 Aye and 3 Nays (Directors Price, Starostka, and Anderson.) Motion Denied.

MEETING MINUTES

9/10/2024 Business Meeting Minutes

Motion

Director Anderson moved to approve the 9/10/2024 Business Meeting Minutes. Director Price seconded, and the motion was carried unanimously.

FINANCIAL REPORT

A. Accounts Payable 9/15 and 9/30/2024

Motion

Director Starostka moved to approve the accounts payable for 9/15 and 9/30/2024. Director Anderson seconded, and the motion was carried unanimously.

B. Fiscal Year 24/25

Director Price asked a question about Short Lived Assets. Rachelle explained the change in where Short-Lived Assets are in the budget.

MANAGER'S REPORT

Mr. Wesely gave a summary of the Managers Report.

Subjects mentioned:

1. Water Rights permit extension received. Claim of beneficial use is still pending.
2. Water Leak has been found and repaired near the intersection of Riverview and Fisher at PRV.
3. Roof has been replaced on the west shop.
4. Fuel Tank has been replaced.

Director Starostka asked questions about the roof and fuel tank. Ms. DeLoe answered the questions.

5. Employee issues: Still have a position open for OIT. One Employee tested positive for Covid-19 and had one person had a recordable injury to their finger.

UNFINISHED BUSINESS

- A. Wage Survey. Chair Donohue mentioned how good a job the staff had done on this. Discussion ensued.

Motion

Director Price moved to approve the PCJWSA wage survey dated 9/24, and that we accept the new wage scale and make that (retroactive) effective as of the last Board Meeting (9/10/2024). Director Starostka seconded, and the motion was carried unanimously.

- B. Internal Manager Training Proposal – Mr. Wesely explained what he had checked into and what the results were. \$1750/yr for 10 employees, this would be a voluntary program, do we want to invest in this? Discussion ensued. SDAO is not a self-study program and not a viable option.

Motion

Director Anderson moved to proceed with the Internal Manager Training Proposal on a voluntary basis. Chair Donohue seconded, and the motion was carried unanimously.

- C. System Development Charge

Mr. Wesely gave an update on this from last month. No changes to the SDC rates, they will just be our standard rate, based on the meter size needed.

NEW BUSINESS

No New Business

GUEST QUESTIONS AND COMMENTS

No Comments

CHAIRMAN/DIRECTOR COMMENTS

Director Starostka thanked Rachelle for rescuing her from her computer problems.

Adjourned the meeting at 5:55PM.

The PCJWSA Board of Directors approved these minutes on November 12, 2024, by the following votes:

Aye_____ Nay_____ Abstain_____ Absent_____

ATTEST:

Tom Donohue, Chairman of the Board

John Wesely, Authority Manager