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Board of Directors

Position 1 – Mike Griffith
Position 2 – Jim Bellet, Board Chairman
Position 3 – Charles R. Dehlinger

District Manager/Secretary

Michael Fritschi

REGULAR BOARD MEETING MINUTES February 18, 2020

1. **Call to Order** – Director Bellet called the meeting to order at 5 P.M.
2. **Roll Call of Directors** - Director Griffith, Director Bellet, and Director Dehlinger were present. District Manager Michael Fritschi and District Council Mike Rudd was also in attendance.
3. **Meeting Minutes January 21, 2020** – The Board reviewed the meeting minutes from the January 21, 2020 Board Meeting. Director Dehlinger moved to accept the minutes, Director Griffith seconded the motion, and the motion was approved by a unanimous vote.
4. **Monthly Financial & Investment & Accounts Payable** - The January 2020 Monthly Financial & Investment & Accounts Payable reports were reviewed by the Board. Director Griffith moved to approve the reports, Director Dehlinger seconded the motion and the motion was approved unanimously.
5. **Public Comment** – There was no public comment received
6. **New Business**
 - a. Director Griffith moved to appoint the Secretary as the Budget Officer for the 2020-21 FY Budget process, Director Dehlinger seconded the motion, and the motion was approved with a unanimous vote.
 - b. Director Griffith moved to appoint Anders Rasmussen to the open budget committee position for the full term, beginning in the FY 2020/21 budget cycle, Director Dehlinger seconded the motion, and the motion was approved by a unanimous vote. The Secretary mentioned that Mr. Rasmussen is very detailed oriented, knowledgeable, and is a great choice.
 - c. The Board reviewed the budget calendar for FY 2020-21. The Secretary requested that the Board move out the budget committee meeting to May 19th and 20th (if needed). Director Dehlinger moved to approve the budget calendar as amended, Director Griffith seconded the motion, and the motion was approved by a unanimous vote.

7. Old Business

- a. The Secretary informed the Board on the status of the District solar project. The Secretary approved a change order for a reduction in the area gravel and fabric for a reduction of \$95,000, and an addition of extending gravel access road 1000-ft past the panel access for an addition of \$21,823, and the addition of installing a transformer vault and 170-ft of 4-inch conduit per additional Pacific Power specifications for pad to pole for an addition of \$21,823. The project is moving forward on time.
- b. The Secretary mentioned that he will be meeting with Marc Cross to review the 90% design of the Skyline Subdivision and Watson Street Sewer Extension Project. The design project is on time and expected to go out to bid by late April/early May of 2020. The Secretary mentioned that one resident (7630 Donegal) wants to opt into the project and one resident (7630 Cannon) wants to opt out of the project. The Secretary mentioned that as long as the plans were not yet completed, and it was economical to do so, he plans to allow the opt in/opt out. The Board took no exception
- c. The Secretary informed the Board on the status of the District Recycled Water Project. The hearing for the Klamath County Planning Commission for the District Conditional Use Permit (CUP) is scheduled for the 25th of February at 6 PM. The Secretary will advertise for a Board Workshop Meeting at the Planning Commission Meeting so that all Board Members can legally attend. The Board took no exception.
- d. District Council Mike Rudd informed the Board that all of the Reeder Group Landowner option agreements have been signed and recorded.

8. Executive Session ORS 192.660 (2)(i) – Director Bellet called the Board into executive session at 5:56 PM. The Board meeting came out of executive session at 5:59 PM.

9. Other Business

- a. The Board reviewed the maintenance contract with Canon and the welding contract with Aluminum Pipe and Repair, LLC. Director Dehlinger moved to approve the contracts, Director Griffith seconded the motion and the motion was approved by a unanimous vote.
- b. The Board reviewed the Treatment and Collection System Staff reports and thanked Clay and Sally for the reports.
- c. The Board reviewed the records request correspondence with Richard Poole.
- d. Director Bellet mentioned that it would be a good idea to have a Board policy to be able to deal with projects and operations in case of a sudden loss of the District Manager, should that happen; and how to successfully recruit for the position should the Board ever need to. The Secretary will have Human Resources look into this and get back with the Board with some information.

10. Adjourn – Director Dehlinger moved to adjourn, Director Griffith seconded the motion and the motion was approved. The meeting was adjourned at 6:15 P.M. The next regular board meeting is set for March 17, 2020, at 5 P.M.

Secretary _____

Board Representative _____