

**Rivergrove Water District
Board of Commissioners Regular Meeting Minutes
Monday, May 23, 2022**

A regular meeting of the Board of Commissioners was held this day via remote teleconference. Chair Roth presided over the meeting and other attendees included: Commissioners Johnson, Magura, Patterson, and Howell as well the General Manager. Special attendees included Mr. Mark Knudson, from Special Districts Association of Oregon, and Ms. Jennifer School, from HR Answers.

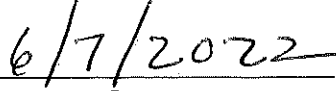
1. **Call to Order:** The meeting was called to order at 4:31 p.m.
2. **Public Comment:** Bob and Jan Ellison inquired about the District's policy for annual backflow testing and whether the District could contract a backflow company to test all customer backflows at a reduced cost.
3. **Review and Approval of Minutes:** The budget committee and regular meeting minutes of April 25, 2022 were presented and approved by a motion from **Commissioner Magura, seconded by Commissioner Johnson, and passed by a unanimous vote.**
4. **Monthly District Report:** See attached.
5. **Unfinished Business:**
 - a. **HR Answers Investigation:** The final investigative report was presented on allegations made against the General Manager. Ms. School was present to answer questions. **A motion was made by Commissioner Johnson to accept the report and find no basis for any action against the General Manager. The motion was seconded by Commissioner Magura and passed by Commissioners Roth, Johnson, Magura, and Howell. Nay: Commissioner Patterson.**
 - b. **General Manager's Annual Performance Review:** Mr. Knudson requested commissioners provide inputs by May 31, 2022. He will compile the results and distribute them to the Board on June 3, 2022. The performance evaluation of the General Manager is scheduled for the regular meeting on June 6, 2022.
 - c. **Renewal of Office Lease:** The Board reviewed recommendations made by the District's attorney regarding a new office lease. **A motion was made to retain the original lease of 1997 and accept a 3% annual rent increase by Commissioner Howell, seconded by Commissioner Johnson, and passed by Commissioners Roth, Johnson, Magura, and Howell. Nay: Commissioner Patterson.**
6. **New Business:**
 - a. **2022 Water Main Replacement Project:** **A motion was made by Commissioner Magura to award the contract to Icon Construction, the apparent low bidder, at a cost of \$330,215, seconded by Commissioner Howell, and passed by a unanimous vote.**
 - b. **Backflow Testing Policy:** The policy of the District was discussed in the Public Comment section and the item tabled for further discussion at the July 25, 2022 meeting.
7. **Chair Report:** The Chair reported an ethics complaint filed against the General Manager is pending review at the office of the Oregon Government Ethics Commission. The General Manager inquired as to why, as an employee of the District, if she was suspected of inappropriate actions, was she not afforded the opportunity to have the matter discussed with the Board in accordance with the Employee Handbook, Section 7.1, Disciplinary Action Guidelines. Chair Roth stated no ethics violation was discussed amongst the Board nor was it a decision of the Board to file an ethics complaint against the General Manager.

8. **Adjournment:** The meeting was adjourned at 5:51 p.m.

The next regular meeting will be held on Monday, June 6, 2022 at 4:30 p.m. in conjunction with the Budget Hearing via remote teleconference.



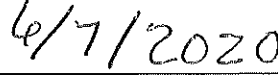
James W. Johnson, Secretary



Date



Christine K. Roth, Chair



Date

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Recorded Meeting Transcript