

Kim Anderson ([00:00:00](#)):

The creek. I

Art Donnelly ([00:00:00](#)):

Know, just sounds like such a dangerous situation for anybody to go in there and work on that. Yeah.

Kim Anderson ([00:00:06](#)):

I don't know how you'd even, are you

Art Donnelly ([00:00:09](#)):

Going to be able to be on that call tomorrow?

Kim Anderson ([00:00:11](#)):

I'm going to have to kind of finagle my schedule a little

Art Donnelly ([00:00:15](#)):

Bit. Well, I mean if you can't, I don't miss much. Did you see the email that I sent out yesterday?

Kim Anderson ([00:00:24](#)):

I actually got it this morning and just started getting stuff done. So no, I was going to go through my emails tonight in the hotel room and I was going to grab some time with you before or after because really what they're doing with me on that is they just want me kind of in the loop on what's going on because they're going to try and transition me to more of a project coordination role and assign more people to do the actual work because they have some things they need me to do elsewhere. So a lot of those, I'm just there because I need to be kept in the loop. And to answer your question, I don't know that Lori ever got back to you and I know I didn't. No, she didn't. Okay. On the Amy thing apparently, and there was another one where I was there because I was kept in the loop, they had set up a meeting between Amy Laurie and Sam and Jack who are going to be working supposedly on EC wags. And so that meeting was held kind of sidebar to kind

Art Donnelly ([00:01:27](#)):

USDA?

Kim Anderson ([00:01:28](#)):

Yes. USDA.

Art Donnelly ([00:01:29](#)):

So how about Amy Williams? Was

Kim Anderson ([00:01:30](#)):

That Amy? Hold on, I got to back up. So many going on right now. No, that was a community grant, right?

Art Donnelly ([00:01:41](#)):

Yeah,

Kim Anderson ([00:01:43](#)):

Community grant. And so that was basically to orient Jack and Sam and Laura was there to kind of as a senior advisor for them. And the reason why she reached out to Steven was because something came up an idea that Amy and Lori had because of their more experienced than us. And so Amy asked Lori to call Steven and find out some information and that's how that whole thing transpired and it was supposed to be a preliminary to this regular meeting that was going to have with you and everybody

Art Donnelly ([00:02:23](#)):

Else. We'll see how regular it is, and I'm not going to belabor the point here. I know that we're going to start late as it is. What just happened there with EPAA, is it direct result to not have, and I'm not blaming anybody, but I do want that to be understood clearly as possible. So

([00:02:49](#)):

Megan Brown was our point of contact person at the EPA up until Amy Williams was chosen as the project manager. So we relied on advice that we were getting from directing questions to advice that we got from Megan Browning all through the fall. So that whole phased approach and the whole question about whether or not we needed a technical correction to have the engineering study be phase one, we greenlight it on all of that and they drown it. That's the why it was structured that way. And then to find out, I'm even call it the 11th hour to find out after the fact, after we had, I put all that work into it and finally got it in, put no assistance whatsoever that it was all wrong because it was fundamentally wrong, fundamentally wrong from the get go was really, really, really frustrating. Devastating.

Kim Anderson ([00:03:51](#)):

And you know what, it's interesting that you say that because I ran into a situation where I was dealing with Holly and I was also dealing with the gal that does Central Oregon and I was getting different answers on the same grant, same type of grant from two different program managers. And so I basically just called their boss and I went, I'm getting this and I'm getting that. So which one's, right? So there does seem to be some, I mean we're just learning it, which I think was a flaw with the way their contract was set up because we didn't have money to do training until the contract was in effect. But then EPA said, oh, the contract's in effect, you can do it. And I'm like, well, that's not how that works. So like you said, there was a fundamental fly in how that was rolled out, but then on top of that learning that what advice you get is kind of dependent on who you talk

Art Donnelly ([00:04:58](#)):

To

Kim Anderson ([00:04:59](#)):

Is a little bit like you said. It's like, well, how are we supposed to advise people if we can't get a straight answer mean we're supposed to be learning this from you so that we take this off your backs and we're getting mixed signals.

Art Donnelly ([00:05:22](#)):

Either one of those. Are I still working on that?

Kim Anderson ([00:05:28](#)):

Okay. Yeah.

Art Donnelly ([00:05:30](#)):

Really all of that could have been avoided, but I think it gets discounted how listing costs small district like us money. So this costs us money because what we have to do to make for this misunderstanding is we are now going to borrow money to pay for that. Whereas we couldn't used, shoulda have never used money unless we want to put that beginning of that engineering study off for another three months. We didn't have any choice. We had to put B Oregon. Basically we're doing another draw down from the funding that for the plant, just like the districts been doing for three years and what are we going to have to do to make up the difference?

(00:06:16):

We're borrow money,

(00:06:18):

So that costs us right out of our operating budget. In this case, it's going to be fairly significant. \$66,000 does not change for,

Kim Anderson (00:06:49):

So what we've done, at least from the RCAC perspective is we have two people that are working directly with USDA and we have two people that are working directly with EPA and so they're trying to train teams on each type of grant application. I haven't been assigned to any of those grant teams because I've been so busy doing field work, so I'm going to have to go backwards and learn from them after they've learned in order to get up to speed on that. And I don't even know, I don't even know how when that's going to happen was on the A agenda. Grants may not be something I ever end up getting too very knowledgeable on except for maybe just fly on the wall, all these coordination

Jordan Walker (00:07:41):

Meetings an insert.

Kim Anderson (00:07:42):

But it's a big lift to try and learn all of this when there's so much. Yeah, no, you do squishiness to what to learn

Art Donnelly (00:07:54):

Trial and error is no matter how effective, extremely slow way of learning things.

Kim Anderson (00:07:59):

And remember we do Oregon and Washington, so we're not only working trying to learn the Oregon grants, we're also trying to learn the Washington grab processes and the SRF funding. We have another person who's assigned to the SRF funding piece, so we have all of these different people that are assigned to learn a particular task. So we have a specialist on each type of grant. That's the plan at least. Least there's a plan now, which we didn't even have one before. That's encouraging. Yeah, yeah. Six

Vanessa West (00:08:29):

Months you guys will be, it'll be like nothing. It'll be a breeze.

Art Donnelly (00:08:34):

Yeah, it'll be right after Brian

Kim Anderson (00:08:37):

Need a job,

Art Donnelly ([00:08:39](#)):

Unfortunately. Yes, but do have the time. Unfortunately not unfortunately. Social security is a pretty skinny way. Buy,

Vanessa West ([00:08:49](#)):

Yeah, I'm going to be real estate, but I'm going to get a job too so my hours of volunteer is going to

Kim Anderson ([00:08:59](#)):

Oh, great.

Vanessa West ([00:09:00](#)):

So

Kim Anderson ([00:09:01](#)):

It was all

Vanessa West ([00:09:02](#)):

Good. I can't keep putting 40 or 50 hours in every week. No,

Kim Anderson ([00:09:07](#)):

I get it. I get it.

Vanessa West ([00:09:09](#)):

Right now my husband's paying all the bills and he's never paid all the bills in 22 years we've been together.

Kim Anderson ([00:09:17](#)):

It's my funny, I was talking to my mom today and she's like, it sounds like you're doing, my previous boss, he worked for a big engineering firm and he was the firefighter whenever they had a struggling office, they sent him in and he went in and fixed it up, cleaned it up, got it running right and she's like, it sounds like you're doing his job. I'm like, oh no, no, no, no. When he went into an office, he could hire and fire, he had money, he could get consultants. It's like that's not the way this works at all.

Vanessa West ([00:09:47](#)):

We just had very few breakfast places. So the type of job to job that I would be getting would be a dinner and he wants me home for dinner, so that's why he doesn't mind because then I have dinner done and then I was picked up and laundry. So he likes me to be home so he doesn't want me to get a real job. He'd rather me do whatever I want until five o'clock, but as long as dinner's made, so he doesn't really too much mind as long as I can take care the household. So he's like doesn't want me to get a dinner job, but you don't make any money waiting table the lunch juice. So I can make,

Kim Anderson ([00:10:29](#)):

I

Vanessa West (00:10:30):

Worked two interesting jobs eight years ago and I was bringing seven grand a month

Kim Anderson (00:10:35):

And it's a ways away to anything from here. So it's probably not something right here, local,

Vanessa West (00:10:42):

You're going to have to go. I'd go to Florence. Well,

Art Donnelly (00:10:44):

But think about it though. I did that for the first five, six years I lived here. So I worked perform and you think, oh, it's just on roads, not a big deal, but that's a 32 mile round trip.

Vanessa West (00:10:56):

When I had kids, I enjoyed it. That was my me time. Yeah, the drive drive it gets frustrating. I mul jacked up, but I have that 15, 20 minute of me time and after work I had 15, 20 minutes to reset my mind. So I actually enjoyed that 20 minutes. That was my only me time. But most of the breakfast places, they pool their tips and then you got to pay the bus or it doesn't matter how much you make, it's like \$75. No, at the end of your month. Well, if I make 300, okay, but not if I only make a hundred, a hundred or 50. So there's only a few breakfast places and yeah, I'm not going to work at a place where I pull my tips. I'll tip out 30% to everyone, but I'm not going to pull everything and

Kim Anderson (00:11:46):

See where it

Vanessa West (00:11:47):

Goes. Yeah.

Kim Anderson (00:11:49):

Do you know if we need a

Jordan Walker (00:11:49):

Quorum to have a court hearing for public comment?

Vanessa West (00:11:55):

Julie will be here. Sharon is sick.

Jordan Walker (00:11:57):

Yeah,

(00:11:58):

So I talked to Sharon. So if Julie's going to be here, you're going to have a have here in just a

Vanessa West (00:12:04):

Minute.

Jordan Walker (00:12:13):

Well, so the budget committee

(00:12:15):

Technically doesn't really do anything. You're probably,

ShirleyMarie Raven (00:12:39):

I usually park in the library. I guess I usually where to park right out here. Oh, maybe I'm behind you. Do you? Okay, I'm behind you. Okay. Yeah, I could swim. So somebody made an offer on that house. I

Vanessa West (00:13:16):

Was saying though,

Kim Anderson (00:13:19):

But is that our real estate agent got a call from the other real estate agent on Saturday and said

(00:13:29):

The

(00:13:30):

Wheels are kind of coming off that offer. So if your people are interested they will definitely look at back up off. So we're running around scrambling, trying to get

Vanessa West (00:13:43):

Everything. My husband's like, oh good. And I'm like A month and a half later I'm telling him about the house that a month and a half ago. I'm like, no, it a month and a half. That's just the beginning. Yeah,

Kim Anderson (00:13:54):

There's a whole bunch of steps after that. He

Vanessa West (00:13:56):

Doesn't understand that there's all the work and all the inspections and all of this and dealing with the lender

Kim Anderson (00:14:01):

And the appraiser going through it mentally. I'm like, okay, there's no problem with appraising. It's going to appraise no problem for the value that it's sitting at, it's in great shape. They've done absolutely a phenomenal job because my dad's a contractor so I'm opening doors and looking underneath it and all that stuff. So I don't think there's any problem with inspection. I think we're dealing with one of two things. Either they're having a problem qualifying or they need a contingent offer and it's going to take a long time to get the contingent closed because the sellers have identified a properties from already they want that. So basically the message that I just heard all

Vanessa West (00:14:43):

I would put in a contingent offer and you can kind of early go back and forth, but I've had one that fell apart because seller wanted, buyers wanted, wanted to do second tank, but then I got a call right before we were going to agree to that and we got offered 5,000 more and we don't care about the second tank cash offer. And so we told those people the first in line, we're not putting the second tank well

Kim Anderson ([00:15:06](#)):

Says we actually can go in with cash down

([00:15:10](#)):

And

([00:15:11](#)):

Back of an napkin and I've talked to the lender, we haven't sent the tax returns over yet, but she's like, yeah, you guys qualify. You even qualify if you don't sell your

([00:15:18](#)):

Houses. My boyfriend and I are going how? That's really weird

([00:15:23](#)):

And that's the part that makes him super

([00:15:25](#)):

Duper

([00:15:25](#)):

Nervous. He doesn't want to go ahead and buy with his retirement money as the down payment and then find out he's sitting on two houses for an extended period of time because that's three house payments.

Vanessa West ([00:15:38](#)):

Tell him to move on in and get

([00:15:39](#)):

That one listed. It's like again,

Kim Anderson ([00:15:45](#)):

That's a loss. He's

([00:15:47](#)):

Las Vegas. It really,

Vanessa West ([00:15:55](#)):

You guys sell kids quickly?

Kim Anderson ([00:15:57](#)):

Kids

([00:15:57](#)):

Should sell split. It's one block from apart. It's single level. He's done a bunch of upgrades. It's in the best school district on the west side. It's right next to Intel.

Vanessa West ([00:16:10](#)):

Move in on.

Kim Anderson ([00:16:13](#)):

That's what I'm trying to tell him. He like, I don't really want to replace the deck,

(00:16:21):

Replace the freaking deck. I'll hold it part for you. I'll

Vanessa West (00:16:27):

Hold it.

Kim Anderson (00:16:27):

Just get out the way. I will fix it. I can do the fixing part.

(00:16:33):

So I don't know. We have a little

(00:16:36):

Narrow window you're going to try and do.

Vanessa West (00:16:40):

Get in there, get in there. You might think it's been there, but it just takes one

Kim Anderson (00:16:45):

Little thing,

(00:16:46):

Changes

(00:16:46):

The equation

(00:16:47):

And it was really weird because

(00:16:49):

The

(00:16:50):

Selling broker

(00:16:51):

Had told our

(00:16:52):

Broker, yeah, I'll call you if there's any activity on it and let you know if something's popping. I was talking to the lender in the morning and she looked it up on Zillow and it was still there when I was talking to my boyfriend that night about the conversation with the lender. It was pending. So the offer literally came in while I was on the phone with mortgage broker,

Vanessa West (00:17:14):

Broker, give the benefit, give the benefit of the doubt. There could have been 25 different people looking at it. There's no right or wrong that never wrote an offer, so I can't go back in my

Kim Anderson (00:17:27):

Find.

(00:17:30):

He came in with his own or

Vanessa West (00:17:35):

He got his own green

Caty Giovinco (00:17:42):

Five o'clock. We only got two right now. Superintendent.

Vanessa West (00:17:47):

I wasn't told five o'clock. The board members

Kim Anderson (00:17:51):

Stood

Vanessa West (00:17:52):

In the newspaper. I didn't get the newspaper so I didn't even hear of it. Okay,

Kim Anderson (00:17:59):

Well I'm going to hand these to you guys for now and we'll just do a little preamble because we don't have, so this is like shooter,

Vanessa West (00:18:09):

But Julie will be here any minute. It's on our wedding, so we should be able to go through it and get it done before the six O

Kim Anderson (00:18:17):

Somebody who,

Vanessa West (00:18:20):

Yeah, I'd probably see her, which we will have this

Caty Giovinco (00:18:23):

At five 30 and

Vanessa West (00:18:25):

We should have it done by six o'clock.

Kim Anderson (00:18:27):

What

Vanessa West (00:18:28):

This budget meeting? Yeah,

Jordan Walker ([00:18:31](#)):

We're just going to review what it is and answer any questions. It's a

Vanessa West ([00:18:34](#)):

Public

Kim Anderson ([00:18:35](#)):

Here,

Vanessa West ([00:18:36](#)):

So we'll have it done by six.

Kim Anderson ([00:18:40](#)):

This that I just gave you is super duper preliminary. What I'm going to ask tonight is I have a bunch of questions on mine written down that I need to get answers for before I can finish doing the draft. It's still long and I have a preference leaving it long because you never need a personnel policy until you need it and because we can't guarantee that you guys are going to be here forever. Somebody else could have to come in almost all of the answers you would ever need to. Most every scenario is in there, so at the 11th hour you're not running around looking for an answer and if you stick with the process of giving that to every new employee and having all the current employees review it, then the answers are there. You don't have to figure 'em out. We could par it down to like 15 pages because a lot of places do, but then I think that leaves a lot of open-ended questions and this is based on the SDAO HR answers template. So it's already been briefed by an attorney and I have verified that as part of the SDAO services, when we have a draft that we're comfortable with, they will review that draft for legal compliance free of charge. It's part of the contract they have with SDAO. So mostly tonight it's not so much about reading that and figuring out what's in it. It's about me getting the answers to the pieces that I couldn't answer

Vanessa West ([00:20:17](#)):

That. You had a lot, lot of highlights in there.

Kim Anderson ([00:20:21](#)):

Some of that's formatting.

Vanessa West ([00:20:22](#)):

Oh, okay. That's a lot of questions there. Its all the red,

Kim Anderson ([00:20:27](#)):

It's only the dark red ones on the left. So all of the open red ones are where I reformatted stuff and you guys don't have that. Can I have

Vanessa West ([00:20:36](#)):

The set that we're, oh, they're over here so I'll get my coming. May

Kim Anderson ([00:20:41](#)):

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I ask you who you're, oh, I'm Kim Anderson. I am a technical assistance provider with RCAC, rural Community Assistance Corporation. She doesn't respond. We are a grant funded organization that provides assistance to the small utilities that have problems and challenges that they're facing. I

Caty Giovinco ([00:21:01](#)):

Am the former branch chair for showing out years for this organization. I got bailed out in

Kim Anderson ([00:21:08](#)):

May and

Caty Giovinco ([00:21:10](#)):

I figured out how to have a life.

Kim Anderson ([00:21:13](#)):

Yeah, that seems to be kind of something that goes away when you become a board member at Mapleton. You'd have to No life

Caty Giovinco ([00:21:21](#)):

I not a board

Kim Anderson ([00:21:22](#)):

Member. Yeah, you were a grand steward.

Caty Giovinco ([00:21:26](#)):

I'll never be a board member People.

Kim Anderson ([00:21:32](#)):

Well that's definite.

Caty Giovinco ([00:21:35](#)):

I will never be a board member.

Kim Anderson ([00:21:37](#)):

That's very definitive.

Caty Giovinco ([00:21:39](#)):

You spend a lot of time. Yes.

Kim Anderson ([00:21:44](#)):

That was a cute little pop in we had there.

Vanessa West ([00:21:49](#)):

Not answer. She's not answering her phone so should be.

Kim Anderson ([00:21:55](#)):

But she said she was coming.

Vanessa West ([00:21:57](#)):

Well, we didn't know that it was in the newspaper. We, the board didn't get the memo that we were having the budget meeting saying It wasn't that

Caty Giovinco ([00:22:07](#)):

This is not part, this is Oregon 1 million. It's not.

Vanessa West ([00:22:22](#)):

You write that down. So I, the application

Caty Giovinco ([00:22:34](#)):

I don't,

Vanessa West ([00:22:41](#)):

The 3 million for the FEMA is a complete pain. We got it. But 50.4% of our application is completed. They just want us to spend about a hundred thousand dollars more, probably \$150,000 four in engineering and environmental studies and answer a million more questions so that we can get it up there. Okay.

Caty Giovinco ([00:23:05](#)):

Basically application what you're doing the analysis as to what your costs are in categories?

Vanessa West ([00:23:15](#)):

No, we haven't actually been funded. The 3 million that they told us that we got really, we made it to the next level. You

Kim Anderson ([00:23:25](#)):

Haven't gotten 3 million, you haven't earmarked. Money has been set aside.

Vanessa West ([00:23:29](#)):

Set aside. You still have to apply. We already applied. She wrote it, the application and then they sent letter. I got the approval for spring million. But the approval was only approval to the next step,

Kim Anderson ([00:23:42](#)):

Right?

Vanessa West ([00:23:43](#)):

Correct. Now we have to, there's still no award. Do all the engineering and the environmental study. Probably an archeology study also. We have to do

Caty Giovinco ([00:23:53](#)):

Psychologist,

Vanessa West ([00:23:56](#)):

You name it. We're going to have to get another, so yes, so we're waiting, we're getting our master plan and then we're going to work on that one and that one and have the different engineering studies with the different things. But yeah, so they told us that we were approved but really we just made it to the next round how the logo would be before it expires though. They don't know yet. The government hasn't decided that yet. So what we the first to know, as soon as the government knows,

Caty Giovinco ([00:24:22](#)):

I was able to get the copayment down from 25% to

Vanessa West ([00:24:27](#)):

10%. Correct. And then I was able to get Lane County to sponsor us to be able to get the money from the lottery, which we've got that approval. So if we do get this fee, but the only problem is our application is only 50.4% complete what we've submitted. And so we made it enough to the next round, but they want hundred at least I would say probably a hundred thousand dollars worth

Caty Giovinco ([00:24:53](#)):

Of

Vanessa West ([00:24:54](#)):

Environmental. I

Caty Giovinco ([00:24:56](#)):

Don't see it on the supplemental budget

Vanessa West ([00:25:00](#)):

Because we have it. It's not our money. We won't even have approval for it for another probably a year and a half or two to know if we've made it to the final round. So we won't even have an actual award letter probably for a year and a half or two. Yeah. Then after we get the award letter, because we did the other 49.6% of stuff they want us to do, then we have to wait another year, year and a half to actually get the money a payment.

Caty Giovinco ([00:25:28](#)):

So much for fire projection.

Vanessa West ([00:25:31](#)):

Right. But yeah, that's how the FEMA grant goes. We made it to the second round, we made it through the state level and then we made it to the first part of the theme level.

Caty Giovinco ([00:25:43](#)):

Well I appreciate being to speak to you ahead of time because I was here. Nice to see you Katie. Able. I'm not sick this time. Okay. Alright. That's what we'll do, right? Alright.

Vanessa West ([00:26:17](#)):

And Julie's not answering, it's like she's out of service.

Sharon Kelly ([00:26:22](#)):

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Can you hear Sharon? I today. Okay, we can hear you. Oh, we on? Okay. Sharon. Sharon Kelly. Yeah,

Vanessa West ([00:26:37](#)):

I didn't even think about that. I'm going to take a heater down because I can't

Caty Giovinco ([00:26:40](#)):

Hear. You can turn it off now. We got it.

Jordan Walker ([00:26:47](#)):

Alright,

Sharon Kelly ([00:26:48](#)):

Come off there.

Jordan Walker ([00:26:50](#)):

We got art, Vanessa, Kim, Shirley, Marie, Connie Walton and me.

Sharon Kelly ([00:26:59](#)):

Okay.

Jordan Walker ([00:27:01](#)):

Alright. All right. Do you want to open the budget committee

Caty Giovinco ([00:27:05](#)):

Meeting?

Vanessa West ([00:27:07](#)):

It's 5 36 and I'm opening the budget committee

Caty Giovinco ([00:27:10](#)):

Meeting.

Vanessa West ([00:27:11](#)):

Oh, on January 22nd.

Caty Giovinco ([00:27:13](#)):

2024.

Jordan Walker ([00:27:19](#)):

I think it's cool.

Vanessa West ([00:27:23](#)):

And discussion of supplemental budget.

Sharon Kelly ([00:27:33](#)):

Where are we?

Jordan Walker ([00:27:34](#)):

So we're going to be discussing the budget. So what we, Julie isn't here yet, so you're making this a quarum.

Sharon Kelly ([00:27:45](#)):

Oh, alright. Okay. Are you in the office?

Jordan Walker ([00:27:48](#)):

We're in the Lion's Club kitchen.

Sharon Kelly ([00:27:51](#)):

Okay. Okay.

Caty Giovinco ([00:27:53](#)):

Okay.

Vanessa West ([00:27:54](#)):

Can you make this? So can you,

Jordan Walker ([00:27:58](#)):

Yes. So

Vanessa West ([00:28:00](#)):

Let us know what changes.

Jordan Walker ([00:28:03](#)):

So if you look at the budget information, Brittany has bolded everything that's changed. You can compare the, if you have to look at this month's financial statement, it has the original budgeted amounts. So we can go through, I guess we'll start with the revenue aside, which is on page number one of the supplement and budget. Yes. So our original revenue projection was revenue as resources I should say because it includes non revenue outstanding payments from grants that total was initially budgeted for 2,359,593 and this changes that to \$2,624,081. And the changes there are from, we didn't spend as much, we had more available grant funding at the beginning of the year than we anticipated.

Vanessa West ([00:29:35](#)):

The \$30,000 from the Oregon Community Foundation that we didn't find out after the budget was created. Correct.

Jordan Walker ([00:29:40](#)):

Right. That's not included in our, would be included in our beginning cash balance. Also the increase in the service fee was not taken into account because we hadn't planned on doing that at the time. And those are the two major things. And then there are some minor changes just in terms of interest

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Caty Giovinco ([00:30:04](#)):

I think.

Vanessa West ([00:30:11](#)):

So we went from 200,000 in water revenue appro to 250,000, which is more accurate of what we're anticipating getting. Correct. The IFA grant loan, what is

Art Donnelly ([00:30:24](#)):

That?

Jordan Walker ([00:30:25](#)):

That is the grant. That's what we've been drawing on up until this month.

Vanessa West ([00:30:32](#)):

Okay.

Jordan Walker ([00:30:33](#)):

Through B work.

Art Donnelly ([00:30:36](#)):

Really? I am totally unaware of that one. So that's not part of the 1.4 million I thought that

Vanessa West ([00:30:42](#)):

Was That's the 1.04 million that we know we have that that's what we're spending right now. The 1.4 is gone. We're spending the

Art Donnelly ([00:30:50](#)):

One point. That's right. 1.4 is gone clear on that. But if this is representing the 1.14 money that came through was we're calling the Boomer grant then it's listed twice in here. So also, and if it is the same thing as our

Kim Anderson ([00:31:10](#)):

IFFI is infrastructure

Vanessa West ([00:31:12](#)):

Finance authority. Oh So that might be the remaining balance of the 1.14 of above on line nine, 1.4

Jordan Walker ([00:31:22](#)):

On line nine. The 200

Vanessa West ([00:31:25](#)):

Oh that is the loan one. So that is the remaining amount of the 1.4 that we spent

Jordan Walker ([00:31:30](#)):

That the beginning of the year is what we have.

Vanessa West ([00:31:32](#)):

Okay. So, okay, I was wrong. That is the one point, the remaining balance that we spent of the 1.14 that's gone now because it says half loan grant loan. That's the grant loan one. Yeah.

Art Donnelly ([00:31:43](#)):

Okay. So it is on here but it is actually on already. So

Vanessa West ([00:31:49](#)):

That's the remaining of the 1.4 we spent

Jordan Walker ([00:31:52](#)):

As of the, so we are down to about \$3,000 on that one.

Art Donnelly ([00:31:58](#)):

So that's 620 like it says here,

Jordan Walker ([00:32:01](#)):

620 is

Caty Giovinco ([00:32:04](#)):

That was

ShirleyMarie Raven ([00:32:04](#)):

2223. Yeah. So

Art Donnelly ([00:32:08](#)):

We're down to

Vanessa West ([00:32:10](#)):

200,027. That's what went to the first 1.4. Not the So look on your thing not of the 1.140 and Julie just attended, sorry I needed me here. It's your fault. This

Jordan Walker ([00:32:35](#)):

Julie is here now.

Vanessa West ([00:32:36](#)):

So the only change really that we have here is we were able to let people know what we did spend of that 1.14 grant and that we are anticipating getting

Jordan Walker ([00:32:45](#)):

50,000. Yeah, it's hard to follow but I will let you know what goes on. Okay.

Vanessa West ([00:32:52](#)):

So for me

Caty Giovinco ([00:32:54](#)):

The Yes,

Vanessa West ([00:33:00](#)):

That makes

Jordan Walker ([00:33:01](#)):

Sense. Alright.

([00:33:04](#)):

Okay. Alright. Okay, bye.

([00:33:13](#)):

So are we waiting for an answer to questions

Vanessa West ([00:33:18](#)):

And I don't know why. One thing it just needs to change, I don't know why but it says connections and connections say 300, but they went from 100 to 200 to 520 to 300. So is that money we bring into connections or is that the total of connections we have? What is that?

Jordan Walker ([00:33:35](#)):

Those are connection fees. \$25 for application.

Vanessa West ([00:33:38](#)):

Okay, that makes sense. So those are the only two changes on this one. Do you have wording specifically saying what this is or just

Jordan Walker ([00:33:49](#)):

In terms of wording? I have a resolution to be adopted at the regular meeting.

Vanessa West ([00:33:54](#)):

Okay. So does anybody else have any questions here? Really this just shows that we have more about

Jordan Walker ([00:33:58](#)):

The revenue

Vanessa West ([00:33:59](#)):

Side on this page, on page one of the supplement or budget. It looks like really the only changes were that we anticipate bringing in 250,000 in water revenue instead of 200 and it includes revenue that from our grant that is more precise because all we could do is guess it for So,

Caty Giovinco ([00:34:26](#)):

And

Jordan Walker ([00:34:27](#)):

One other thing is the available cash on hand that changed, we initially budgeted for \$79,596 of cash on hand. In reality we started off with 204 249 or 204,249.

Vanessa West ([00:34:45](#)):

Okay.

Jordan Walker ([00:34:48](#)):

That's the other major change

Caty Giovinco ([00:34:49](#)):

There.

Vanessa West ([00:34:49](#)):

So anyone have any questions for this page or can we move on to this page?

Caty Giovinco ([00:34:55](#)):

No.

Vanessa West ([00:34:57](#)):

Okay, so moving on to page two of the supplemental budget.

Jordan Walker ([00:35:04](#)):

So really you'd want to focus down on the capital outlay at the very bottom of that. So other ones are just carried over from future pages. The board decided at the last regular meeting that should increase it from the equipment from 20 to \$30,000.

Vanessa West ([00:35:26](#)):

So does that mean that the Three Rivers Casino grant just went under income and then we have to spend the \$40,000 that we received from the casino, we got that in cash but we have to spend that on equipment so we're not really, is that included in our budget? So is that what this \$30,000 the same

Jordan Walker ([00:35:50](#)):

For our purposes. The casino grant was taken into account the previous budget year so it would be included even though it's set aside for equipment and safety

Vanessa West ([00:36:02](#)):

Equipment and stuff. Okay, so this 30,000, that's just the remainder of the money that we've gotten that needs to be spent? No, that's just what we're spending out of this tax year for the equipment to account for the Three Rivers Casino grant that we got for 40,000.

Jordan Walker ([00:36:16](#)):

So effectively the grant money we received from the casino last fiscal year was included in the available cash balance. What was left of it of this

Vanessa West (00:36:24):

Year. So for our purposes, the casino is 40,000 is just money we have on hand, but for the casino we have to spend that 30,000 what was remaining, we had to spend it on equipment in order to be able to ask for more money this year. So that's why we wouldn't typically just say, oh let's spend 30 grand on equipment. This is pretty much an obligation that we have

Jordan Walker (00:36:47):

The grant side of things and the accounting side of things are

Vanessa West (00:36:50):

Separate. Separate. So this 30,000, we don't want to change it because we need to spend that, otherwise we can't ask for more money. So that makes,

Jordan Walker (00:36:59):

It's a reasonable expectation based on the resources that have been allocated

Vanessa West (00:37:03):

To that. So that's why Yeah, so we have to, that makes sense to me.

Jordan Walker (00:37:10):

And then we increased the,

Vanessa West (00:37:14):

And the same thing with the office and computer equipment. That was part of the Three Rivers, right? But we bought that. We buy those last tax, last tax year before June or no, did we get the equipment this summer? We got it this summer didn't we? Because yeah, we did.

Jordan Walker (00:37:30):

We paid for it in August.

Vanessa West (00:37:33):

So

Jordan Walker (00:37:33):

Technically it was,

Vanessa West (00:37:34):

So the additional and the office in computer equipment is because for cybersecurity and the casino grant allowed us to get new computers and stuff as equipment as part of the 40. So you've got split up, the casino money's split up there and we had like 5,000 or 10,000 that we were going to contribute of our own money.

Jordan Walker (00:37:57):

We had that budgeted for 4,000 as of the end of the calendar year we had spent 4,800. So we were over budget. So it's being budgeted for 6,000 for the misdemeanor year.

Vanessa West (00:38:10):

So that sounds good. New filtration system,

Jordan Walker (00:38:14):

That change is basically due to the underestimation of available grant funds. So that increased due to our underestimation of the funds available from our grants.

Vanessa West (00:38:33):

And I'm not understanding here, this is the part of the accounting that I get mixed up in because I do know there's our grant the way we have to keep budget for our grants and keep calculations and stuff here and then we've got to keep it here. So a hundred percent of our filtration system is coming out of grants, but we still have to have it over on this capital outlay even though we're getting reimbursed for grants for this, we're spinning it and then we're getting reimbursed. So we still have to have that here.

Jordan Walker (00:39:03):

Yes.

Vanessa West (00:39:03):

And we're still owe probably a hundred and something thousand on that. Another 110 after the 110 that we just paid. So I would say that's still a little on the low end because we haven't got our final billing.

Jordan Walker (00:39:20):

That's correct. We'll have to leave it like that because we don't have any conferring resources aside from two. Those two grants are and then grants slash loan for the plan. So we have to leave it like that because otherwise we'd be taking, we would be anticipating resources that we don't have even though we

Vanessa West (00:39:47):

Do have because using the 1.140 million.

Jordan Walker (00:39:53):

Yes and that's taken into account for the system improvements side of things as well as the new filtration system like

Vanessa West (00:40:03):

Okay, so as long as you guys understand that we're going to be spending, I don't know if this includes the last 110, but the total was 400 and something and so I don't know what we've, but I do believe we're going to owe over a hundred thousand dollars that we're going to have to pay in the next few weeks. As soon as I just don't, I have it written down but next week I'll have it actually an official document. I just have a text stating what the person thinks it is, but our engineer has to finalize it so I don't really have a document that finalizes it yet.

Jordan Walker (00:40:32):

Okay, that's fine. System improvements and the new filtration system, those can be construed different ways. I talked to Michelle A. Little bit about

Caty Giovinco (00:40:44):

It.

Jordan Walker ([00:40:49](#)):

They're basically the same thing but for grant purposes.

Caty Giovinco ([00:40:53](#)):

Yeah. Okay.

Vanessa West ([00:40:58](#)):

So pretty much all these is the grants is what justify these and all these are getting besides the casino ones hidden in there as coming out of our,

Caty Giovinco ([00:41:09](#)):

It's kind of hidden.

Jordan Walker ([00:41:13](#)):

Anyone

Vanessa West ([00:41:13](#)):

Have questions here By the end I'll be able to wrap my head around it a little bit better once we go through all of 'em and I can put 'em all together in my head.

Jordan Walker ([00:41:24](#)):

Page three, the debt service didn't change. The changes here are in the operating contingency.

Vanessa West ([00:41:32](#)):

Where are we at? Did we skip page three?

Jordan Walker ([00:41:34](#)):

No, we are on page three, but we're skipping down to the bottom

Vanessa West ([00:41:38](#)):

Line 29. Okay.

Jordan Walker ([00:41:41](#)):

Because the debt service section didn't change. The operating contingency was budgeted for \$65,939 and it's being changed to 126,292. That's mostly due to our beginning cash balance. So the is mostly our, the difference between our beginning cash balance extra that we have minus the additional expenditures that are included in here. So that accounts for the increase at the contingency fund.

Caty Giovinco ([00:42:25](#)):

Okay,

Vanessa West ([00:42:26](#)):

So you're saying

Jordan Walker ([00:42:29](#)):

Right.

Vanessa West ([00:42:32](#)):

Okay, so this one here. So page

Jordan Walker ([00:42:38](#)):

Four,

Vanessa West ([00:42:38](#)):

Can you explain very

Art Donnelly ([00:42:40](#)):

Briefly, line 33 total requirements for all or united slash programs within,

Vanessa West ([00:42:49](#)):

What is that? Does that mean money that we have to spend that we're obligated to spend because of grants? Is that what that is?

Jordan Walker ([00:43:01](#)):

That's excluding, I believe I'd have to do the calculation. I believe that's excluding our contingency fund burden. So that's our total minus the total not allocated, which is, so the 2,470,771 is our total expenditure is less our than unallocated, which is the 1 53, 3 10, which is the total of the operating contingency and our debt service to,

Vanessa West ([00:44:15](#)):

So the operating, the big grants are an operating contingency?

Jordan Walker ([00:44:21](#)):

Pardon? Those would be included in the extent the 2,000,004.

Vanessa West ([00:44:27](#)):

Yeah, because we picked him up as an incoming

ShirleyMarie Raven ([00:44:30](#)):

Source children. Right.

Vanessa West ([00:44:35](#)):

Okay.

Jordan Walker ([00:44:38](#)):

So page four is the one with probably the most significant change

Vanessa West ([00:44:43](#)):

And I'm not really seeing any changes here

Jordan Walker ([00:44:47](#)):

On page four.

Vanessa West ([00:44:48](#)):

Yeah, this looks like

Jordan Walker ([00:44:52](#)):

The ones they're going to be in bold, everything that's changed is in bold.

ShirleyMarie Raven ([00:44:56](#)):

The only thing that stayed the same is the 52,000.

Jordan Walker ([00:44:58](#)):

Right. And workers' comp and unemployment.

Vanessa West ([00:45:03](#)):

Why did just our taxes and our workers' comp increase but not the wages. The wages,

Julie Doran-Lee ([00:45:09](#)):

Total wages. So total taxable wages are increased, have increased, it's just that they're classified as something different. We added

ShirleyMarie Raven ([00:45:18](#)):

Part-time and overtime are listed separately. So if you want to add a total wages, you're adding 52 plus 39 plus three times.

Jordan Walker ([00:45:28](#)):

Right.

Vanessa West ([00:45:32](#)):

And overtime. Yeah. So I see that's why it's gone up because of overtime. There we go. Overtime and I'm real, I'm real nervous here. This is a huge expense. We can't pay Joe salary because he doesn't supervise two full-time employees or equivalents. So by law we have to pay him hourly with overtime for anything over 40 hours a week and this overtime is killing us. It would just make more sense if we were to hire maybe make Jordan full time and give the second part time person full time, then there wouldn't be overtime because then Joe could be a salary and this or that. So I think there might be to be some changes later on and we really need to save us money and put some numbers down. But this is a huge expense. We have to do it very weekly. We need to talk to special districts and different places to make sure we can do it appropriately. But we got to get this a little bit. It is a lot. The overtime is a little much that it'd be a lot better than paying time and a half. It'd be better to pay someone straight time, straight time and then we'd have assistance. So I think that's something that we think about later. That is definitely something. So I'm hoping that you may ask later on to move the overtime hours maybe somewhere else and readjust this

Jordan Walker ([00:47:09](#)):

Possibly. Probably what will end up happening is a transfer from the contingency fund just because you don't want to do more than generally, Hey guys, you don't want to do more than one supplemental budget in a year,

Vanessa West ([00:47:22](#)):

But even if we just move the money around on this page, it's probably not that big of a deal. Right.

Jordan Walker ([00:47:27](#)):

If you want to follow along,

Art Donnelly ([00:47:28](#)):

There's agendas on that table over,

Jordan Walker ([00:47:30](#)):

You'd just be adding or moving some of the contingent

Vanessa West ([00:47:33](#)):

Spots

Art Donnelly ([00:47:34](#)):

To

Vanessa West ([00:47:35](#)):

The correct. I get that. He's our volunteer at there.

([00:47:39](#)):

We've never met. So that's my only thing is that this, it is scary, but we can't need man hours. I mean the ski for the last month's been a mess. Then they've been working through the storm and then now there's another leak over by the gas station and it's just like every week it's just something new. But we can try to, I do think that the board does need to come up with some numbers and come up with something a little bit better to where we get the most out of our buck. But the wages, yeah, I don't see us.

ShirleyMarie Raven ([00:48:14](#)):

I don't think you can go less. I would be not surprised if it turns out being more

Vanessa West ([00:48:19](#)):

With, well this has increased significantly.

ShirleyMarie Raven ([00:48:22](#)):

I know it's increased significantly. I don't know that it's increased enough to cover

Vanessa West ([00:48:26](#)):

Reality. I don't either. So this will be, even with this increase, even if we really crunch numbers and whatnot, it'll be rough, but it's a good

ShirleyMarie Raven ([00:48:37](#)):

Moving in the right

Vanessa West (00:48:38):

Direction. At least this and this is fiscal year? July to July, right?

Jordan Walker (00:48:44):

July

ShirleyMarie Raven (00:48:44):

Through two

Vanessa West (00:48:46):

June 30th, July to July, we got

ShirleyMarie Raven (00:48:48):

Five months left in the fiscal year

Vanessa West (00:48:50):

And we've got winters still, which is sucks up hours. And then we've got big projects this summer, so that's going to suck up hours. I mean really I don't see hope. We do three projects just

Jordan Walker (00:49:10):

For perspective. We budgeted for \$81,700 for the entire personnel budget as of the end of the year. We're at 71,000 800 8818.

Vanessa West (00:49:26):

I think we can really try to stay in this the best that we can, but there's no way that's six months legally we can't do nothing. We have to do this. I mean

ShirleyMarie Raven (00:49:40):

It's either do this or tell Joe to go home and we don't have

Vanessa West (00:49:45):

Water. Correct. Yeah. Yeah. Only put in 40 hours. Sorry. And then

ShirleyMarie Raven (00:49:53):

Next week,

Art Donnelly (00:49:54):

Hypothetically, if we had a part-time employee part-time operator backing Joe up, who is reliable? I mean, could we get Joe's hours down or Joe's hours uncontrollable no matter who else we have.

Vanessa West (00:50:09):

There's always so much that needs to be done right now if we weren't running from

ShirleyMarie Raven ([00:50:12](#)):

Emergency

Julie Doran-Lee ([00:50:13](#)):

To emergency. Absolutely. And these pipes aren't getting any new, they're only going to get older. Right.

Art Donnelly ([00:50:18](#)):

Okay. Let me ask that differently then. Do you think it would be possible even if we had another full-time helper for Joe, full-time helper that Joe get his hours down?

Vanessa West ([00:50:29](#)):

I think that if we had another full-time, Ernesto was in emergency, so maybe once a month or so or a week. I think that for the most part that would be several weeks. Several weeks that yes, he'd be able to, if he was salary, he wouldn't have hours. So yeah, if we bought him another full one and raised him to hold,

Art Donnelly ([00:50:48](#)):

We need to, okay. Well then the question of

Vanessa West ([00:50:51](#)):

Joe, but not every week though,

Art Donnelly ([00:50:53](#)):

Becoming a salaried employee is something that's on the table for the future. I think you have a very, very difficult argument to

Jordan Walker ([00:51:01](#)):

Be made.

Art Donnelly ([00:51:02](#)):

You get Joe legally designated as a salary exempt employee.

Vanessa West ([00:51:10](#)):

Not if we have two full-time employees or equivalent, which we could have. That's something we don't need to discuss now. But do I think that if Joe had another full-time worker that I could guarantee there would be no overtime? No, I can't. No less. Oh of course there'd be less. But none a qualified person budget. Sorry, regular board meeting time and we're still in the budget meeting.

Jordan Walker ([00:51:36](#)):

It should be pretty quick. I would say, if you like my opinion, I think a lot of another full-time or a full-time helper for Joe would cut back significantly on his overtime. A lot of it is just getting the time it takes to train somebody is the hard part.

Julie Doran-Lee ([00:51:55](#)):

But isn't it with the new person that we've got, isn't he pretty well on board? He's not good with the plant. That's right. He doesn't. We paid Delta like 20, \$30,000 a month to pretty much run the system. But he

was somewhat familiar with it, wasn't he? Delta didn't tell him much. They kind of pretty much wanted us to keep him on the payroll. So they didn't really want tell operator I that far off from him learning it. Are we? No.

Jordan Walker ([00:52:21](#)):

Okay. But I think

Art Donnelly ([00:52:24](#)):

That's a longer discussion.

Vanessa West ([00:52:26](#)):

There's going to be overtime, there's going to be a lot of that needs to be discussed. And even for our helper, our helper gets 40 hours a week, they're going to have to get paid time and a half and there's going to be weeks where we have water that we're going to be paying overtime. This is a whole different conversation to the board, but budget this year, there's no way it's going to be less than this and we can really try our best to stay in this and

Jordan Walker ([00:52:49](#)):

Alright, so page five is materials and services. Page five. Okay. This is what we approved. The changes are accounting, audit, budget. That was increased by 500 or sorry, 2000. 2000. Yes. Because initially we had a budget for 8,000. Legal went from 1000 to 8,000 maintenance and repairs 20,000 to 30,000.

Art Donnelly ([00:53:28](#)):

Can I ask a question on that one, Jordan? Yeah. So where did that 30,000 come from? Do we have a feel for what our total expenditures in 20 22, 23 for maintenance repairs was. Did we cut that down here, right? Yeah. So should we extrapolate based on the rate that we've

Vanessa West ([00:53:47](#)):

Been having, I do need to go through with Jordan to make sure last year I actually helped our budget by about \$40,000 because some things can go on maintenance repairs and some are an asset, so some are not categorized correctly. So I did save \$40,000 on our in paper. Not really. The 40,000 was there, it just wasn't in the right spot. So

Jordan Walker ([00:54:12](#)):

This, the \$30,000 would be repairs and maintenance that don't qualify for grant funding

Vanessa West ([00:54:23](#)):

In how much have we spent on

Kim Anderson ([00:54:25](#)):

That?

Jordan Walker ([00:54:27](#)):

We have spent

Vanessa West ([00:54:28](#)):

Much longer maintenance and repairs can come out of our 1.104.

Jordan Walker ([00:54:32](#)):

Exactly. So if it's coming out of that, it would be classified as new filtration system or a system improvements.

Vanessa West ([00:54:41](#)):

Okay. So we've spent zero on April, we've

Jordan Walker ([00:54:43](#)):

Spent nothing out of that. But if for some reason Biz Oregon rejects something, it would come out of this. Okay. Like for h and j for instance,

Kim Anderson ([00:54:58](#)):

What is your definition of maintenance and repairs? Define that.

Jordan Walker ([00:55:04](#)):

I would essentially, our working definition is any improvement. Well, nope, that's separate. Yep.

Kim Anderson ([00:55:19](#)):

You compare to it existing. I think that's where you're having leak. No, I think that's where you're having a problem because maintenance and repairs is repacking a pump or it's rewinding a pump. Actually rewinding might actually go into an asset. So maintenance and repairs is usually those things that don't create an asset recapitalization of an

Vanessa West ([00:55:44](#)):

Asset, which is why I don't believe, I think we need to go through this Jordan, because there's items that do not are repairs that we have done that say if it's a bandaid, A bandaid does not count on our assets. A bandaid counts on our bandaid, repair maintenance. So I think that I do need to go through this and I do believe we do. I know we have maintenance and repairs that don't qualify as an asset because we didn't upgrade our system any, we just put bandaids on

Kim Anderson ([00:56:13](#)):

And I'm looking at the financial statement through December and if I'm looking at this correctly year to date, we've spent zero in that category.

Art Donnelly ([00:56:22](#)):

Correct.

Kim Anderson ([00:56:23](#)):

Which doesn't

Art Donnelly ([00:56:23](#)):

Seem even plausible. No, it's not possible. But we're doing a trick that we're taking money from

Vanessa West ([00:56:29](#)):

Someplace else. So I do need to move the money around

Art Donnelly ([00:56:32](#)):

Place money that we borrow

Vanessa West ([00:56:33](#)):

And that maintenance repair because I know that there's some repairs that we did that do not count for improvement improvements like the Lion's Club, the leak out here that we had the plumbers come and do that doesn't count. But the one we did on Jessica does, because we put new piping in, we won't have to replace that pipe again because we put in hopefully second time replaced, we won't have to replace it again. So that's an improvement. Our bridge, that's an improvement. We won't have to go underneath the bridge and replace those three lengths of pipe. That's an asset. But the patch jobs where we just put a bandaid on, those are maintenance and repairs. So we can't lessen that because I can tell you that we have at least

Kim Anderson ([00:57:17](#)):

It sounds like before you really decide what that number is, you need to define what your categories are very clearly so you can get them in the right

Vanessa West ([00:57:25](#)):

Places. Well, which is why I'm going to say we're going to this 30,000. We can't go less. So. Yes. So I do know what they are. I just need to go through the receipts. I know what all the jobs were, so I just need to go to the receipts and go review with Jordan. And I went through it with Mike last year. That's how come I knew about this category. What can go here? That's the one thing I'm real familiar with on this whole entire budget is that part. So I know the difference between a repair an asset and it doesn't matter if it was covered by the branch or not, they don't care. It just depends on what's an asset and what's a bandaid. So that's what we need to, so I think that we can say honestly that we did not spend zero and 30,000 will be very lucky if we can stay under 30 because we have so many.

Jordan Walker ([00:58:12](#)):

Just a ballpark figure. If I am going through our expenditures of the ones that didn't add value, total value, we're probably around 10,000 ish. It's mostly Viking Plumbing and Tipler.

Art Donnelly ([00:58:32](#)):

So we don't count in Joe's overtime during those periods when we

Vanessa West ([00:58:36](#)):

Have breaks not or that's employee.

Kim Anderson ([00:58:38](#)):

That's different. That goes under personal services. So

Art Donnelly ([00:58:41](#)):

There is in fact no way for me to come up with a figure and even a good estimated figure that I could present to anybody else, another organization and say we need \$50,000 based on what repairs cost us last year in a contingency fund. No, no, we can't come up with that figure.

Kim Anderson ([00:59:02](#)):

Not right now. Does it

Art Donnelly ([00:59:03](#)):

Sound like, well that's too bad because that would be helpful figure down. But if it's masked by the accounting, then we can

Vanessa West ([00:59:12](#)):

Find that out by going through all the bills from h and j, from the plumbers, from all the different contractors that we've hired and the electricians and this. So actually we do have all the bills. That's just it. This here is just what the government needs. That's why we really need help in the office in organizing things because yeah, this here is what the government wants, but when it comes to grants or to basic monthly everything, these things don't help us at all. There's a lot of things that we need more individualized, just like you're saying a lot more categories. But we can't make much changes to this because this is what the government wants.

Jordan Walker ([00:59:47](#)):

We can categorize,

Vanessa West ([00:59:50](#)):

But that still isn't going to be enough to make it Like what's saying, that's a report, that's a different topic. That's a report though. This is additional stuff that we need so that it's helpful for things. But you're not going to find that in this. No, but we do need additional

Art Donnelly ([01:00:05](#)):

Document, the foundation or the government agency about funding us.

Vanessa West ([01:00:10](#)):

You could go through all of our bills and get those and go through the dates and it would say, and then it would be nice to have that financial documents put together. But the only financial documents that we put together are these ones that are obligated and have to be done the way to state ones, which isn't very helpful for a lot of things and might opinion not to run a business. You need to have more financial documents. It's a start

ShirleyMarie Raven ([01:00:44](#)):

You 30,000. Okay, but you've only really spent 10 truly at that 10 maybe on, well that 10 is only for six months, right? I mean we're only halfway 30 years.

Jordan Walker ([01:00:57](#)):

Yeah, the 10,000 ounce, my ballpark estimate.

Connie Walton ([01:01:00](#)):

Well, I get that, but we're talking six months here, so we've got another safe in or whatever on top of that too.

Vanessa West ([01:01:09](#)):

Okay. I think it's low. If anything, I think it's low. I mean our pipes aren't getting any younger. I know of a new leaf that we just found out about on Sunday that's over by the gas station and it is a main line. And I told Joe, we can't take eight to 12 feet by hand. We're not fixing come on for a big 10, 20 foot length. So you got to call h and j and see when they can come out. We will never be able to do that. And if we did it ourselves, let's say we bought an excavator and we did the work ourselves, then that would be an expense, an operating expense that wouldn't be able to use grant money on it. So we're forced to hire other contractors in order to get grant money. And then when we get grant money, they won't let us do it either. So we have to pay these contractors. So there's no way of getting around. But like I told Joe, you're not digging eight to 12 feet and replacing pipes.

Matt Ferkey ([01:02:03](#)):

There's a \$60,000 800 gallon ditch witch shop back for sale down Anderson, California. That would help you dig.

Vanessa West ([01:02:12](#)):

And that's what I was wanting to get, which we need to write a grant for. See and government grants won't give us the purchase that, but there's the grants that we could be writing for that. But do I think Megan should be here? So I'm hoping that I will h and j comes down. If I tell h and j change at least two links, that way it's not a bandaaid job, then we can use that for the grant money. But then yes. Okay.

Kim Anderson ([01:02:35](#)):

This is a whole conversation. This is about the budget. Bottom line, \$30,000. That's the number that's in front of him right now. Is that sufficient for the next six months or close to it? Yes or no?

Vanessa West ([01:02:49](#)):

As best we know it's a good guess. It's a good guess.

Kim Anderson ([01:02:53](#)):

That's a budget.

Vanessa West ([01:02:54](#)):

It's a good guess,

Kim Anderson ([01:02:58](#)):

But that's a whole nother conversation

Vanessa West ([01:02:59](#)):

That is, yeah, it's just a good guess.

Jordan Walker ([01:03:03](#)):

So on a line 12 telephone, it increased due to Joe. We're paying for Joe's phone now and then it

Vanessa West ([01:03:11](#)):

Helps me decreased more. Oh, you said it decreased. It increased. It increased. Yes. Well, oh, so we didn't have that on there before? No, we didn't have it. We didn't have a cell phone. Okay. So then I've called

and I've made them fix our bill. So we're only paying for one line instead of two. Yeah. Isn't matter because we didn't have a budgeted, right. Correct.

Jordan Walker ([01:03:31](#)):

And then rent, that's just a correction.

Vanessa West ([01:03:36](#)):

Is it less or more?

Jordan Walker ([01:03:37](#)):

It's one month more than we projected

Vanessa West ([01:03:40](#)):

Last. And why is that? Because we've been paying double rent to catch up from what was past due. And so now that we're cutting, why are we paying less? I mean, why are we paying more or budgeting more? Sorry. I

Jordan Walker ([01:03:53](#)):

Believe it was just a miscalculation at the beginning.

Vanessa West ([01:03:56](#)):

Okay. We didn't have a budgeted in to pay it because we weren't paying it anymore. It

Kim Anderson ([01:04:01](#)):

Calculated 11

Vanessa West ([01:04:01](#)):

Months instead of 12. Right. Oh, gotcha.

Jordan Walker ([01:04:06](#)):

And then software and IT services ix. We

Vanessa West ([01:04:10](#)):

Didn't have that before, so you had to add it. Right. And that's for our cybersecurity and emails that we have for our board members. So I think website websites included in that too, isn't it? Yes. So I don't see how we can approximate this any better. I think that this could be realistic. Could be very realistic.

Jordan Walker ([01:04:36](#)):

Any questions? Any other questions?

Vanessa West ([01:04:42](#)):

I think that I am, I think it all looks as close as possible when everything comes together. I don't see a skin, I'm to spend less money. Okay.

Art Donnelly ([01:04:55](#)):

I've been trying to resist asking the student questions, but I think that's what we're here for.

Vanessa West ([01:05:00](#)):

So yes, I thought we were

Art Donnelly ([01:05:04](#)):

Paying \$10,000 a month to West Tech

Jordan Walker ([01:05:09](#)):

That is covered under the new filtration system

Art Donnelly ([01:05:13](#)):

Because we're stealing it out of grant

Vanessa West ([01:05:15](#)):

Money.

Jordan Walker ([01:05:16](#)):

We don't have to. Again, I understand that these just have to be set up the way they're set up. But

Vanessa West ([01:05:28](#)):

Yeah, we need our own documents for our own. That's what we all will need. These are almost worthless to us. They're a little bit, they're like 30% help. Well, they're a star, but we need about 10 more financial documents to go with it. We

ShirleyMarie Raven ([01:05:40](#)):

Need detailed reports for different

Vanessa West ([01:05:42](#)):

Numbers. Correct.

Caty Giovinco ([01:05:43](#)):

Yeah.

ShirleyMarie Raven ([01:05:44](#)):

So I have a question about the balance sheet, which really isn't about the budget. Can I ask that now we do the general meeting?

Vanessa West ([01:05:52](#)):

I'm thinking that would be the general meeting. Okay, I'll

ShirleyMarie Raven ([01:05:54](#)):

Shut up. Okay, I'm good.

Jordan Walker ([01:05:58](#)):

So

Vanessa West ([01:05:59](#)):

Any public comment?

Jordan Walker ([01:06:01](#)):

Yeah, that's what this is for is mostly public comment. Also, I invite budget committee members just so they know kind what's going on. Ashley and Cindy,

Vanessa West ([01:06:18](#)):

Does anyone have anything about the budget that they, I don't see how it can be anything more.

Jordan Walker ([01:06:28](#)):

So what you can do is close the budget committee meeting and then open the regular.

ShirleyMarie Raven ([01:06:35](#)):

You don't approve the budget in the budget

Jordan Walker ([01:06:37](#)):

Meeting? No. Supplemental budgets are approved by just the board.

Vanessa West ([01:06:42](#)):

Okay. So can I close this meeting, the supplemental budget meeting and then open the meeting. But I do have a phone call from someone who's the first person that runs out of water. So I'm assuming they're probably calling for an emergency. So it might be nice. Maybe we can do this real quick and then I can take a five minute break, at least get the budget part done.

Jordan Walker ([01:07:02](#)):

Close the budget meeting. You can just close the budget meeting

Vanessa West ([01:07:06](#)):

And then take a five minute break.

Jordan Walker ([01:07:08](#)):

The regular meeting.

Vanessa West ([01:07:09](#)):

Okay, so regular meeting. I would like to approve. I'm going a you make call. Well, I don't want to make everyone state they don't want to

Jordan Walker ([01:07:19](#)):

State budget committee members don't have to vote on it.

Vanessa West ([01:07:23](#)):

Okay,

Jordan Walker ([01:07:24](#)):

So you're

Vanessa West ([01:07:26](#)):

Free to go. I'm excuse. Okay, free. So five minute break real quick. Maybe a two minute break. I just want to see what

Jordan Walker ([01:07:34](#)):

I was just going to say. I talked to Joe Roger before because he called me too. Okay.

ShirleyMarie Raven ([01:07:51](#)):

Do you have any idea of an average week or month, how many weeks you have that have to be? Are we talking several a week?

Vanessa West ([01:08:03](#)):

Let's say right now on average, maybe one a week.

ShirleyMarie Raven ([01:08:07](#)):

Some are small, some are big. But

Vanessa West ([01:08:09](#)):

I'm just now in the loop of getting called for those and I'm not necessarily called at all.

Kim Anderson ([01:08:16](#)):

So I don't know. And nobody's documenting that. Unfortunately

Vanessa West ([01:08:19](#)):

Me and Vanessa's phone numbers are on the answering machine for backup. If you don't get the office call, either Vanessa or I.

Art Donnelly ([01:08:26](#)):

And I would add to that too, that unfortunately just like what repairs actually cost us in this past year, we don't have that figure. We actually have, there's not been any run into Valley. So again, it works against us when we try to have informed conversations with funders because it's difficult for us to try out documentable figures in either of those two categories. So both of those two categories are rationale for need,

Kim Anderson ([01:09:07](#)):

Which I think could be something that's super easy. Jordan has whiteboard to start doing a towel every time that leak.

Art Donnelly ([01:09:18](#)):

Yeah, because Julie's guesstimate that it's about once a week jives with my experience over the past year. Oh is it? We are dealing with about a week. A week. I know that's actually down from late 2022 because we basically, again, I'm taking this on secondhand say so, but vacated most of the AC line mainline

running from the plant of the tanks. So that's really cut down on the lake. Asbestos, concrete, concrete, asbestos, concrete. Okay. So that's cut down on the number of leaks overall, but the frequency, I don't think it's cut down on the frequency very much. So the leak that was over on Riverview, does that get Which one? The one that just happened last week. Oh, okay. So up there by the Albertson's house near the bridge? Yes. Yeah. So I mean you guys had man hours for that, but that was it.

(01:10:16):

Right? Right. And we're not breaking up those hours so I can't get a handle on total cost. This is why I flagged it as an issue. It apparently would've been better for that issue to be in the general meeting, not in the budget meeting, but still it's an issue that we really need to wrestle with because the more accurate we can be at telling funders what our unmet need is due to circumstances beyond our control, the better chance we got to get money out of them. So I did a lot of the work on that leak. I'm actually the one that put the one of the sleeves open. Thank you so much. My family likes being able to shower. Yeah. Well don't ever buy our house because Yeah, that's not happening at our place. You guys feel more water since the week before Thanksgiving? It is a complicated situation. Real high system. Got it. Okay. So there's a lot of air in the system right now and that much of that can be traced back to an incident that happened. I

Vanessa West (01:11:23):

Texted him back and we've not going straight to

Art Donnelly (01:11:25):

Voicemail since then. I have to delete our system out anywhere from eight to 10 times a day. You can't get a full shower. We can't do a full level, we can't do a full,

Vanessa West (01:11:36):

This could be something to be discussed during the meeting, which would be good to note in our minutes so we can show that we have issues.

Matt Ferkey (01:11:42):

I will say I was being kind of serious, but kind of joking about that \$60,000 machine. I don't know if they're familiar with whether they're trying to chop that seen before that comes right down to Do you buy that?

Vanessa West (01:12:06):

I wanted, I am opening the board meeting at 6 21. We have Vanessa West here. We have Julie Darlene, and then Shirley. Raven, Kim Anderson with RCAC.

Art Donnelly (01:12:23):

Matthew Kin,

Vanessa West (01:12:25):

Kim

Art Donnelly (01:12:26):

And Joe.

Vanessa West (01:12:28):

Hey and Joe. Hey Joe. So we're going to discuss the supplemental, oh wait, approve of the agenda. The agenda is not ready yet.

Jordan Walker ([01:12:40](#)):

No approval of the agenda is just Does anybody have anything to add?

Vanessa West ([01:12:44](#)):

Oh, does anybody have anything to add to the agenda? Actually,

Art Donnelly ([01:12:55](#)):

Can I add one new item? Yep. Okay. I'd like to have the board's permission to contact KLCC and utilize their free public broadcasting feature that allows us to advertise for board members.

Vanessa West ([01:13:11](#)):

Who's KLCC? Local radio station.

Art Donnelly ([01:13:14](#)):

KLCC is the NPR affiliate on the board. Eugene. So what they do every day is for communities like Reed's board and President we and stuff like that. They say, oh,

Vanessa West ([01:13:25](#)):

Creswell. Well, it would technically be that you would like to add, what would your title be? And then we can discuss it when we get to it.

Art Donnelly ([01:13:31](#)):

What would my title be?

Vanessa West ([01:13:32](#)):

No, the title of the item. The title of your item. The title

Art Donnelly ([01:13:35](#)):

Of the item would be permission to contact them so that we can advertise the opening for a board member.

Vanessa West ([01:13:42](#)):

Okay. Right. Just put advertising on for a board member. That's just a topic that should be

Art Donnelly ([01:13:49](#)):

Discussed.

Vanessa West ([01:13:52](#)):

Okay. Probably right after the resignation. I would like to, I think that's good for now.

Art Donnelly ([01:14:05](#)):

I have a suggestion

Vanessa West ([01:14:07](#)):

Discuss. Oh, insurance.

Art Donnelly ([01:14:09](#)):

We don't

Vanessa West ([01:14:11](#)):

Every month we're supposed to give our monthly reports. So we do need to add the risk

Jordan Walker ([01:14:14](#)):

Management is down at the bottom there.

Vanessa West ([01:14:17](#)):

Huh?

Kim Anderson ([01:14:18](#)):

Risk management. It's under the topic

Vanessa West ([01:14:19](#)):

Of risk management. Okay, perfect. Okay. Then I think that

Jordan Walker ([01:14:23](#)):

I have one day's increase in fee fee increase.

Vanessa West ([01:14:30](#)):

Okay. And that can go well. Would that be included?

Kim Anderson ([01:14:34](#)):

That's a discussion item under number three. So it'd be like 3.5?

Vanessa West ([01:14:38](#)):

Yeah, 3.5 day increase.

Kim Anderson ([01:14:45](#)):

Did you put that in the budget?

Jordan Walker ([01:14:49](#)):

It was afterwards.

Vanessa West ([01:14:50](#)):

I think that that

Caty Giovinco ([01:14:52](#)):

Looks

Vanessa West ([01:14:53](#)):

Good. Anyone else have anything to add? So we're going to move on. So we do not consent agenda, not necessarily require a discussion to be approved, but we have the approval of minutes. We're going to take out the approval of minutes because we don't quite have the minutes completed yet for last month. So I'm going to, can I motion that we take that out or should someone else motion that that's taken out?

Kim Anderson ([01:15:27](#)):

You just

Jordan Walker ([01:15:28](#)):

Exclude it from

Kim Anderson ([01:15:30](#)):

You. Just exclude it. So somebody makes a motion to approve the consent agenda consisting of items 2.2 and 2.3.

Vanessa West ([01:15:38](#)):

Okay. And does somebody want to make that motion and as all vote,

Jordan Walker ([01:15:45](#)):

I'll make the motion to approve the CAS consent agenda?

Vanessa West ([01:15:49](#)):

No, we want, you want to motion to take 2.1 off the CAS consent

Kim Anderson ([01:15:55](#)):

Agenda? Consent agenda consisting of items 2.2 and 2.3.

Jordan Walker ([01:15:58](#)):

Yes. Okay. That

Vanessa West ([01:16:00](#)):

Motion? That's a great idea. I'll second All in favor? Done

Kim Anderson ([01:16:10](#)):

Ripping through the business tonight.

Vanessa West ([01:16:11](#)):

Okay, so approval of December time sheets.

Jordan Walker ([01:16:14](#)):

Well we just, if you want to, you can still review, but technically you're already approved via consent agenda, but you're still welcome to go approve all that.

Vanessa West ([01:16:28](#)):

So this is just where I was talking about is that we really, really need to, I think that separately that, I mean of course these are going to be approved, but I think that we really do need to and put a date on it. Not look for like in six months, but we really do need to go through and try to figure out if there's any what way, if we were to maybe possibly make

Jordan Walker ([01:16:53](#)):

Alternative ways to reduce personnel costs.

Vanessa West ([01:16:55](#)):

Correct. So I would like somebody to, is there anyone that would

Jordan Walker ([01:17:02](#)):

Do the math

Vanessa West ([01:17:03](#)):

Volunteer to do the math

Julie Doran-Lee ([01:17:06](#)):

On what?

Vanessa West ([01:17:08](#)):

See the difference would be is if we hired Joe as a supervisor, which means he needs to have at least two employees there full-time. But it could be a full-time and two 20 an hour or whatever. It just has to add up to at least two full-time and then has to check with special districts to make sure that that's approved. So it would be doing the math and speaking with special districts and coming to the board for the next meeting on what they figured out that would be, she already lost me. You want somebody to investigate alternative personnel arrangements to minimize overtime hours. Correct.

([01:17:49](#)):

How much money saved by having more employees under job regular hours? Well and ultimately it wouldn't just be saving money, it would also would be making everything run smoother. Instead of paying the time and a half, we could be actually getting more work hours, which means that Joe wouldn't be running around so ragged on his, he doesn't want all that extra overtime either. You know what I'm saying? He'd like to have a life, he'd like to have a life, he'd like to have a life. So if we could put the same amount of money, get more help, make everyone's life a lot easier, it's definitely worth looking into and it would make everything run smoother on our end and on our employees end. So I just really think that this definitely is something that needs to be checked into. And if somebody can try to make a report,

Jordan Walker ([01:18:35](#)):

Since I have most of the data, I can do it fairly easily. It just be the only extra thing would be contacting special

Vanessa West ([01:18:43](#)):

Test. Would we be able to get Jordan extra five hours to work on this month and come up with a report for next month? Yeah, I think that's a why I need to do, I'm just overextended times four and I know art's over extended times four Frustrat and I know Julie's got a lot of work working on, have a lot of work coming up with the emergency plan and her tasks. I Jordan, we can do this again. I can get ahold of hr. I

have a question about that. Especially districts in looking at two full-time employees is full-time employees 40 hours or 32 hours? How many hours does the employee have to work considered? 30, 30, 30? Is it 32 30 at the state? Depending on which department you consult. So that's an equivocal. 30 an hour. 30 hours. So the two full-time employees do not need to work 40 hours a week if they were 30 hours.

(01:19:49):

So that's my understanding based on at least one of the divisions that deals with it. So there's more research to be there to verify those. Okay. So is that another thing that's on Jordan's to-do list? Yeah, that would be factored in. We can chat. That makes a big difference. And that's why I said call special districts to make sure that we're doing it correctly. Because there's very specific rules. Joe cannot be our lead operator, cannot be a salaried employee unless there is certain things. So we just need, and we're not doing those certain things. But if there's a way, what would we do? So that's part of

Jordan Walker (01:20:28):

This. So what I will do is start with the goal of making Joe an exempt employee, which would make him salary, allow him to make salaried and then research the requirements and what that would cost.

Vanessa West (01:20:43):

I would say first of all, go to the numbers, find out how much overtime we have in the months and how much regular then I would call special districts and then find out what exactly do we need to do. If it is possible, I'm only telling you one thing, but there might be three other things that he also has to be doing. So it may not be possible. So really I'm asking, we go to the bowl pitch first. I just want research done so that we can know what, then we can discuss what your findings are. So that's what I'm wanting me

Jordan Walker (01:21:12):

And Mark can work on that. You've talked with Amanda too.

Vanessa West (01:21:16):

And Amanda, we want to do as little with Amanda because Amanda's 300 something dollars an hour. So we do, Amanda's not someone that we want to talk to.

Jordan Walker (01:21:25):

That's why art would be a good person to talk to because he's more familiar with what she has her views of things.

Vanessa West (01:21:33):

So we want to speak with her as minimal as possible, but she'd be the one after we collect our own data then we can maybe have her review or something, our ideas, but we don't want to have her do all the research for us and find out. So I just want to, so then are we deciding then we need to make a motion then that we're going to have Jordan and Art pursue looking, pursue the avenue of looking into this would be what our options are and

Kim Anderson (01:22:05):

You actually don't have to have a motion to direct Jordan to do the work, but you'd probably have to have a motion to approve the extra hours because that's the way you've

Vanessa West (01:22:13):

Been operating, correct. For him to do this? Yes. Okay. So I'd like to give him an extra five hours to be able to put some effort onto it. And we're still motion, but wait, can we do that while we're still on the consent agenda?

Kim Anderson ([01:22:29](#)):

Well you kind of diverged. Yeah,

Vanessa West ([01:22:32](#)):

Quite. That

Kim Anderson ([01:22:34](#)):

Probably should have been created as a discussion item, but

Vanessa West ([01:22:39](#)):

We've discussed that. We've already decided. So can we do a motion now? Yes. Okay, so then I make a motion that we approve Jordan an extra five hours so that you can proceed this into the information for us.

Art Donnelly ([01:22:50](#)):

Okay, I'll second that.

Vanessa West ([01:22:54](#)):

All in favor? Aye. Aye. Three to zero. So I approve with my motion. So does the board members approve to the consent agenda? We already did that. Oh, we did that?

ShirleyMarie Raven ([01:23:10](#)):

Yeah. I have a question about Joe's time sheet. Yeah, what is this type thing of eight hours everywhere and then there's handwritten a bunch of other hours and

Vanessa West ([01:23:20](#)):

That's mileage set. The first one is four hours is the hours and then the second one is mileage and legally.

Jordan Walker ([01:23:29](#)):

So she's asking about the initial time sheet. She's

Vanessa West ([01:23:34](#)):

Asking about this page right here. A blank page. It's a whole bunch of hours in a total at the bottom. That's what she's asking about, right? Yeah.

ShirleyMarie Raven ([01:23:42](#)):

And then there's another one that's got only 103 hours on it. And

Vanessa West ([01:23:47](#)):

I believe, from what I'm understanding what's written here is that Joe didn't claim hours correctly and so Vanessa said that the no, they need to be claimed this way and so am I right? Actually I looked at, no, can Jordan explain this a little bit better? So

This transcript was exported on Aug 12, 2024 - view latest version [here](#).

Jordan Walker ([01:24:07](#)):

Joe during December wasn't able to submit his hours,

Vanessa West ([01:24:13](#)):

His time sheet

Jordan Walker ([01:24:15](#)):

For December. So we spoke with Brittany who's now our account, I think Mike's retired now and she said that we need to issue a check to avoid violating labor laws. And so

Vanessa West ([01:24:34](#)):

We just did it for 40 hours a week,

Jordan Walker ([01:24:36](#)):

Right? Correct. Spending a supplementary time card which was submitted. It's the 1 0 3 0.5. Okay,

ShirleyMarie Raven ([01:24:43](#)):

Gotcha. For

Jordan Walker ([01:24:45](#)):

Overtime.

Vanessa West ([01:24:45](#)):

And that's, so is this

ShirleyMarie Raven ([01:24:46](#)):

Basically the handwritten one is his overtime hours and the type one is his Correct. Straight time hours

Jordan Walker ([01:24:52](#)):

For

ShirleyMarie Raven ([01:24:52](#)):

The month of

Jordan Walker ([01:24:53](#)):

December. For the entire month,

ShirleyMarie Raven ([01:24:55](#)):

Okay. Correct. Okay. And then there's more documentation somewhere to say that he really worked those hours.

Jordan Walker ([01:25:03](#)):

Well it's just the time carved. I do have my daily logs and everything I can put there.

ShirleyMarie Raven (01:25:09):

Oh yeah. Oh you're here Joe. So you can explain what's going

Vanessa West (01:25:12):

On. Yes, thank you. The ski was not working properly since the storm at the end of November. And so Joe was running raggs Sammy, he didn't have enough help. We had, and then we had the emergency and he still needed more help out and couldn't

ShirleyMarie Raven (01:25:39):

Wife, but he still had hours for day.

Vanessa West (01:25:44):

That's not, that's personnel. That's not allowed to be discussed. So Joe needed help, but he didn't have more workers and more hours. He was having to work way too many hours of overtime in December. So December was a very horrible work hours month mentally and physically for Joe. And then he had to put in a lot of hours. And so I'm hoping with additional personnel and such that maybe we can work this out where it's not so labor intensive when we

Joe Rochon (01:26:15):

Have a lot of issues. It was my fault a lot. My wife left me over that weeks there. So a lot of work, not a lot of paperwork.

Vanessa West (01:26:30):

So yeah, he, it was a really, really rough month and we can't have our workers putting in the amount of hours that Joe,

Art Donnelly (01:26:40):

It's unsustainable.

Vanessa West (01:26:42):

It's unsustainable. We can't have any

Art Donnelly (01:26:45):

For Joe,

Vanessa West (01:26:46):

We can't have any lead operator working. The amount of hours that were put in last month

Julie Doran-Lee (01:26:55):

Has things improved

Vanessa West (01:26:57):

With the new addition. Something from improve something forward, something backwards. Tell me there's some good news forwards and backwards. Right Joe? There's

Joe Rochon ([01:27:04](#)):

Always a positive

Vanessa West ([01:27:06](#)):

Forwards and backwards.

Joe Rochon ([01:27:08](#)):

Not as positive as I was thinking, but still there.

Vanessa West ([01:27:13](#)):

Yeah, we're going forwards but we're also going backwards and there's still some little hiccups along the way. So now we're going on to discussion items. Acceptance of Commissioner Paton's resignation.

Jordan Walker ([01:27:30](#)):

We refused. I did not. We can submit it for the record later, but I guess we'll just because when you sent it to me I wasn't able to

Vanessa West ([01:27:40](#)):

Open it. Oh yeah. And he wanted me to try to open it and resend it to you, but we don't really have to have it in hand. No, you can announce that you have formal, you have received a formal notice of resignation from commissioner. Yes. I received a formal notice of resignation from Nancy. She's resigned immediately. So we need to accept her. Somebody needs to motion to accept her resignation or not. I don't know when we say no. No, Nancy. Yeah, that's what I'm asking. I

Julie Doran-Lee ([01:28:16](#)):

Refuse to accept it.

Vanessa West ([01:28:18](#)):

The reason why you formally accept it is because it matters to the elections department. Right. Okay. Okay. So

Julie Doran-Lee ([01:28:24](#)):

Okay, a motion. Be formally accept Nancy Pones letter.

Vanessa West ([01:28:28](#)):

Resign. I begrudgingly seconded. All in favor? Aye.

Art Donnelly ([01:28:34](#)):

Matt, like to be

Vanessa West ([01:28:35](#)):

On the board. All in favor. So three to zero smart man. So adoption of supplemental budget for 2023 and 24 with somebody like to motion that I make a motion that we adopt supplemental, but we just went over

Art Donnelly ([01:28:53](#)):

Then I'll second that. It's fine. It's a resolution. Adopt the 2024 dash one.

Julie Doran-Lee (01:29:03):

Oh okay. So that I make a motion that we adopt resolution at 20 24 0 1.

Art Donnelly (01:29:09):

And again I will second that.

Vanessa West (01:29:11):

All in favor? Aye. We all said aye. Agree to zero.

Caty Giovinco (01:29:19):

Okay.

Vanessa West (01:29:21):

And so this is the whole thing that we've went over. This is the finish with all the edits. Ready for approval? No. Yeah. Right. Very beginning. Next employee policy. So I was

Kim Anderson (01:29:35):

Going to make a recommendation. I have all my, you have other people here, you might want to just move me to the back

Vanessa West (01:29:39):

End and get your business finished and then we can just go through that. Okay. I'm moving employee policies from 3.3 down to

Kim Anderson (01:29:48):

Wherever it ends. 7.1

Vanessa West (01:29:54):

I down to the end down. Okay. Pass to accounts.

Jordan Walker (01:30:00):

So in the December meeting we discussed our outstanding accounts and I believe what the kind of final idea was was those who have a balance of over \$300 and have not paid anything in the last three months will be subject to shut off. Does that sound right to you? Yep.

Vanessa West (01:30:29):

And I believe we're going to be updating that document, like updating the policies that to do that, but that is what we agreed to And a motion approved last month

Kim Anderson (01:30:39):

With notice.

Vanessa West (01:30:41):

With notice. With notice. Yes. Correct. Okay. Correct. We're going to do that with notice we, but they can make a payment plan or

Jordan Walker ([01:30:54](#)):

Make payment

Vanessa West ([01:30:55](#)):

Arrangements, right? Yeah, make payment arrangements. Right. And I mean that's basically for someone who's over \$300 and is not making payment arrangements and making no effort. Okay. Yeah. But if your bill's \$350 and been paying \$50 a month or something or as long as, but if you haven't paid anything in three months, you need to pay something. You can't go three months even if it was \$25. Well that's something towards the past due amount in addition to the current bill. Right.

Matt Ferkey ([01:31:24](#)):

Do you guys have anyone with thousands of dollar

Vanessa West ([01:31:26](#)):

Accounts? Yes. Yes. We have some people that haven't paid any year.

Jordan Walker ([01:31:29](#)):

We have two or three accounts that are above thousand. And would a payment plan include actually something that's going to make a

Julie Doran-Lee ([01:31:37](#)):

Dent in that to keep the water off? Yes. For those ones, yes. Yeah, we decided what was the numbers? We decided it had to be a percentage or something to get a paid down within a year or two. I think with the one big account, I think we had the minutes it would be in there, but we did approve it. But

Kim Anderson ([01:31:54](#)):

It had to be consistent across all

Vanessa West ([01:31:56](#)):

Of them. Yes, but there was a percentage of 12

Kim Anderson ([01:32:00](#)):

Months or 16 months.

Vanessa West ([01:32:02](#)):

Yeah. Right. Isn't that

Jordan Walker ([01:32:05](#)):

What we discussed? We were wanting to put it in a resolution.

Vanessa West ([01:32:09](#)):

That's what it is. So we need to make a resolution so that I thought we, so what do we need to do? What needs to happen to make it

Jordan Walker ([01:32:15](#)):

Happen? So I just need clarification on what you actually want.

Vanessa West ([01:32:23](#)):

Okay,

Jordan Walker ([01:32:23](#)):

So the initial warning or the initial notification is going to be if you have a balance of \$300 or more and you have not paid any in the last three months, you'll be subject to shutoff unless you make a payment arrangement. Is that

Julie Doran-Lee ([01:32:47](#)):

I like that. I don't want it word like that. I want it a little more. So for one, we're not going to say because you're over \$300 because that might be so one month because you are past due or because your account has been past due for whatever

Kim Anderson ([01:33:04](#)):

Over 90 days. Delinquent 90 days. 90 days

Vanessa West ([01:33:06](#)):

Delinquent

Kim Anderson ([01:33:07](#)):

In excess of 90

Julie Doran-Lee ([01:33:08](#)):

You have And what did you decide? Two weeks or three weeks? Would we decide?

Jordan Walker ([01:33:13](#)):

Well I think we were going to give them an entire billing month to make

Julie Doran-Lee ([01:33:18](#)):

Up an entire billing month to come up the plan. So then you have 30 days start making and make payment from payment to come in and either capture account up to date or make payment arrangement. It doesn't have to be, if

Kim Anderson ([01:33:34](#)):

You use that date, then that won't necessarily be a billing month. So if you want it to be a billing month, then it has to be from the

Vanessa West ([01:33:43](#)):

Date of Correct. Your last bill. Well that's three weeks. That would give it until about the

Jordan Walker (01:33:49):

Next. We could do three weeks. It's just that's what I'm talking

Vanessa West (01:33:52):

21 days. So they've got 21 days from the date of that notice to get it caught up Current to make current to make with that word work current to bring your account current. Yes. To bring your account current or make or

Kim Anderson (01:34:06):

Pay all outstanding charges, whatever.

Julie Doran-Lee (01:34:09):

Or make, what's the word I want? Acceptable arrangements. Acceptable payment arrangements.

Kim Anderson (01:34:15):

No, you need to be more definitive.

Jordan Walker (01:34:18):

Yeah, acceptable is a pretty

Kim Anderson (01:34:19):

General, that's pretty, but the payment arrangements, you can have a separate payment arrangement policy, but if you want it in the letter, you're going to need to specify what that payment arrangement is going to look like if you don't have a separate policy, you need to lay it out somewhere in writing so they can't refute

Julie Doran-Lee (01:34:37):

You. Well, so then I would like a separate policy. Can we do a policy without having to have a huge have that? Okay. So what our policy for our payment arrangements would be, we are going to have to, we'll probably trust you a little bit better on the exact numbers, but what I'm thinking is something like an acceptable whatever that percentage would be of the past amount, at least that much paid every month that will get their bill caught up. If it is over, I want to say if it's over \$500, if it's under \$500 get caught up within six months. If it's 500 to a thousand dollars that we'll get it caught up in a year. And if it's a thousand dollars and over that we'll get caught up in two years. Does that sound reasonable? I think it sounds reasonable. Why? I don't want want to make it so impossible that these people can never get their accounts caught up. But I also don't want to continue to lay down and just let this go. I like that. But I do have a question. We do have policies here. There are policies. So do we need to change the policies? I don't have the policies in front of me, but there are after 10 days, I mean we do have policies

Kim Anderson (01:35:54):

But you probably don't have payment arrangement policies.

Vanessa West (01:35:56):

We don't have payment arrangement policies. And that's what she's talking about. Correct. If you don't pay your bill within a month, we're shut me off in 10 days. Well, yeah. Well, okay. So we can change to what we already have. I'm just making sure we have policies.

Jordan Walker ([01:36:10](#)):

Well just to clarify, you said over 1,002, two years. Two

Vanessa West ([01:36:14](#)):

Years. Two years, we've got to make it reasonable because they got to pay the regular bill plus they got to be able to make payments. That's \$1,200. They'll make it easy. Nice brown numbers. That's an extra a hundred dollars a month they have to pay on top of the regular water

Kim Anderson ([01:36:28](#)):

Bill.

Julie Doran-Lee ([01:36:31](#)):

It's pretty lenient, but it's still, I mean they're going to have to scrape in there and pay something.

Kim Anderson ([01:36:35](#)):

And you're also going to have to make sure that if you have a payment arrangement policy, what does it default on The payment arrangement

Vanessa West ([01:36:41](#)):

Policy apply? Correct. You're right. And then if you

Kim Anderson ([01:36:43](#)):

Default, then

Vanessa West ([01:36:44](#)):

What if you default two months in a row, you get your water shut off two months in a row, the water's getting shut off and the full amount and the full amount is due not only, so if you in that payment arrangement time, if you fail to pay your bill, you'll get,

Kim Anderson ([01:37:05](#)):

Okay, so you've got, now you have past due balances on the payment arrangement plus current charges. If you failed to make your current charges, you go on the 10 day turnoff

Vanessa West ([01:37:14](#)):

Policy. If you're on that payment

Kim Anderson ([01:37:16](#)):

Arrangement. If you're on the payment arrangement, yeah. If you fail to make the payment arrangements, the scheduled payment arrangement, then water goes off immediately and full balances due, no more pay or member arrangements will be

Vanessa West ([01:37:26](#)):

Issued. Right. Yep.

Matt Ferkey ([01:37:29](#)):

I have a question regarding, and I've seen my bill, but late fees, is it just a flat fixed late

Vanessa West ([01:37:36](#)):

Fee? Yeah, five.

Matt Ferkey ([01:37:38](#)):

It is five bucks. Have you guys considered doing a percentage of past due? If it's in, if you guys did a percentage about 10% past due or whatever the late fee is, whatever minimum late fee, a percentage of past due with a minimum late fee. The

Vanessa West ([01:37:52](#)):

Question

Kim Anderson ([01:37:53](#)):

Is will the billing system accommodate that?

Jordan Walker ([01:37:56](#)):

It would, but also

Vanessa West ([01:37:57](#)):

Not just that, but I think that's going to dig a deeper hole that these people already can't get

Matt Ferkey ([01:38:02](#)):

Out of. So if you implemented it where if you default on making more payments, you will switch to that something kind of deal.

Jordan Walker ([01:38:12](#)):

We would have to change our ordinances.

Julie Doran-Lee ([01:38:14](#)):

That'd be too difficult. I think that would be something that we can add to our ordinance, but we don't want to just really want to get people

Matt Ferkey ([01:38:22](#)):

Caught. That would be something that would prevent this in the future.

Vanessa West ([01:38:24](#)):

Correct. Which we will be working on our ordinances right now. Right now we're working on the employee district handbook. We are working on the board policies, customer

Kim Anderson ([01:38:35](#)):

Policies

Vanessa West ([01:38:36](#)):

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Are next, customer policies are next. So we can do that. But I don't think it should be on this specific letter, but we are going to be working on customer next.

Matt Ferkey ([01:38:45](#)):

I think I've been a month late because I don't, you guys aren't doing late notices right now, are you?

Vanessa West ([01:38:51](#)):

No,

Matt Ferkey ([01:38:51](#)):

No, no. So I'll get a bill. It's like, oh, you have a pass due amount and I just pay both of 'em. Me

Vanessa West ([01:38:55](#)):

Too. I pay it every Tuesday, every two months. I usually That's me too. Yeah, we're going to use two months.

Matt Ferkey ([01:39:01](#)):

My bank lets me open my app and click mail a check and it mails a checks.

Vanessa West ([01:39:06](#)):

You can go online on our website now and pay it on our website.

Matt Ferkey ([01:39:10](#)):

My bank does it for free. So I literally, when I get the bill, I click on my thing and it mails a check.

Vanessa West ([01:39:15](#)):

Wow. I used to do that automatically. I didn't click anything. I just bought it automatically pay every month. And I got burns that way.

Matt Ferkey ([01:39:24](#)):

Mine is not automatically

Vanessa West ([01:39:25](#)):

Paid. I had a \$600 credit. So did we get this worked out here so we can move on? Do you got justification? And if you don't pay for so long then we can't just be like randomly shut off. We got to give them the morning just like we normally would 10 day morning.

Jordan Walker ([01:39:42](#)):

Would we be able to have a quick meeting on next Monday to approve an actual resolution?

Vanessa West ([01:39:49](#)):

Sure.

Jordan Walker ([01:39:50](#)):

What would you guys be available?

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Vanessa West ([01:39:52](#)):

You'd write up a couple samples and have us kind of, because this is a little using

Jordan Walker ([01:39:57](#)):

I'd like it to be

Vanessa West ([01:39:59](#)):

Yeah, but

Kim Anderson ([01:39:59](#)):

Have these terms written up in a resolution. You can actually circulate that document for edits and then you'd have one that was formal for the

Vanessa West ([01:40:09](#)):

Meeting so he can just email it to us to approve for edits, not approve edits, edits,

Kim Anderson ([01:40:16](#)):

Suggestions.

Vanessa West ([01:40:18](#)):

So yeah, I think I'm available next Monday if we

Jordan Walker ([01:40:20](#)):

Can do that. And even if we have to do it like with a five minute over the phone

Kim Anderson ([01:40:25](#)):

Meeting. Can't do it over the

Jordan Walker ([01:40:26](#)):

Phone. You can't. Oh, a resolution.

Vanessa West ([01:40:30](#)):

It has to be a public meeting. It has to be a public meeting. Even public.

Kim Anderson ([01:40:34](#)):

I mean if you come here and you have it on a phone where people can come and hear it, that's

Vanessa West ([01:40:39](#)):

Right then. Yes. Yes. So yeah, we can do that. Let's hold it for a meeting and just do it at the office though, during your office hours. Does that work?

Jordan Walker ([01:40:46](#)):

Yeah, might be fine.

Vanessa West ([01:40:47](#)):

Long as we determine. Okay, so we will go past, we will table the past due accounts.

Jordan Walker ([01:40:55](#)):

Yes. I got what I needed. No, you had a discussion.

Vanessa West ([01:40:57](#)):

Don't have. We had a discussion. Okay. Business reports. So

Jordan Walker ([01:41:02](#)):

We technically have discussed,

Vanessa West ([01:41:05](#)):

Oh Dave, 3.5 days increase.

Jordan Walker ([01:41:08](#)):

So Dave's increasing his monthly fee from \$400. His email says 300, but it's \$400 to \$700 per month. I don't know, he didn't send an altered contract or anything so I'm not sure what, I guess we motion to approve the increase in the expense

Vanessa West ([01:41:30](#)):

400. We don't get any explanation on why he's wanting to Well I got to let you guys know if you'd

Jordan Walker ([01:41:36](#)):

Like. I have a letter.

Vanessa West ([01:41:38](#)):

I didn't want to speak of the sewer. We pay \$700 to Delta to do what he does and we pay \$95 to use Delta's DRC. So we pay \$800 a month for the sewer and that is zero phone calls, zero help. Anytime that there's any help we get charged and we were paying the last guy, I think 2,500 a month plus a hundred dollars an hour when he came to help train Joe. And then when we were paying Delta, we were paying them \$2,500 to use their license plus hourly. So \$700. So this isn't unreasonable. Whatever you say is very, very reasonable. We're not going to find any. I know he's been even proactive. He saw something on Facebook and called me and was like, do we have a leak? I don't know

Jordan Walker ([01:42:29](#)):

About

Vanessa West ([01:42:30](#)):

R. Got something to say real quick.

Art Donnelly ([01:42:32](#)):

No, I am sorry. I misunderstood how our day services were provided to the district. I thought that came through the circuit writer program. No,

Vanessa West (01:42:44):

No. We have to hire,

Art Donnelly (01:42:45):

He's just an independent,

Vanessa West (01:42:46):

He's contractor. So

Art Donnelly (01:42:48):

There is actually no oversight body that Dave operates under?

Jordan Walker (01:42:56):

Yes, he's certified. Yeah. The

Art Donnelly (01:42:58):

Drinking

Vanessa West (01:42:59):

Or Yeah, HA.

Art Donnelly (01:43:01):

Okay.

Vanessa West (01:43:02):

But they

Kim Anderson (01:43:02):

Don't have anything to do

Art Donnelly (01:43:03):

With his, so nothing is standardized by OHA. Each of the,

Kim Anderson (01:43:07):

He's an independent contractor. He can charge what he wants. He can quit. He wants, yeah.

Vanessa West (01:43:12):

And this is a very good deal and we couldn't find anyone to take us on.

Art Donnelly (01:43:18):

Well again, we don't have a choice, so of course

Vanessa West (01:43:20):

We're going to improve. I don't know about anybody else's experiences, but any experience I've had, he's been really great to

Art Donnelly ([01:43:25](#)):

Work with. Yeah, I know he's a pro.

Vanessa West ([01:43:26](#)):

Yeah, and he did us a great favor. They charged his 400. Well and just his attitude and everything. He probably makes a dollar an hour phone calls between the phone calls.

Jordan Walker ([01:43:38](#)):

Was

Vanessa West ([01:43:38](#)):

There a motion on it? So somebody's got to make a, are you ready for a

Jordan Walker ([01:43:42](#)):

Motion? Yeah, make a motion. It would be a motion to approve increasing the monthly fee for our DRC services from day TRU to 700.

Vanessa West ([01:43:56](#)):

I don't know that you can make the motion that we increase our services for Daya, our DRC from 300, from approving his bill from \$300 a month. 700 a month. I'll second. Yeah, all in favor? It's actually said 300. All in favor.

Jordan Walker ([01:44:17](#)):

And then we have arts KLCC request.

Vanessa West ([01:44:22](#)):

Okay. So that's what we're going to stick in your request.

Art Donnelly ([01:44:26](#)):

I'd like to make a motion that we contact KLCC and have their free public announcement service advertised for our opening board position.

Vanessa West ([01:44:36](#)):

Yeah, can I find out just curiosity, who is KLCC? They're the local, local

Art Donnelly ([01:44:44](#)):

NPR station.

Vanessa West ([01:44:46](#)):

I do believe

Art Donnelly ([01:44:47](#)):

8.1.

Vanessa West ([01:44:48](#)):

If look, we look, and I do want to make sure we do this correctly. If we look at our core policies we just approved last month, we do have to put it out on the stations and on the slide news. We have to advertise it. We have to advertise it. And we specifically wanted to make sure,

Jordan Walker ([01:45:05](#)):

I think what Arlie is saying that he wanted to, before

Art Donnelly ([01:45:10](#)):

I pick up the phone call and do anything as a board member, I want to know that I've got board approval to

Vanessa West ([01:45:14](#)):

Do it. Well isn't Jordan going to write that up and wouldn't Jordan be the one that does the media stuff get a hold the

Art Donnelly ([01:45:21](#)):

Kcc?

Vanessa West ([01:45:22](#)):

You guys going to work together on that?

Jordan Walker ([01:45:23](#)):

Yeah, I

Vanessa West ([01:45:24](#)):

Can do that. Want whatever Jordan does to be the same as what art says. So the newspaper and the radio stations have the same thing. So can you guys work together?

Jordan Walker ([01:45:32](#)):

KLCC is a high list for press releases. Yeah, so it'll be part of the press release. So

Vanessa West ([01:45:38](#)):

If you guys IT work together on that.

Jordan Walker ([01:45:40](#)):

Yeah, so

Vanessa West ([01:45:42](#)):

I would like that on the KLCC to be contacted but also save the news.

Jordan Walker ([01:45:47](#)):

Well yeah, it's KLCC KC and

Vanessa West (01:45:50):

Then we'll update it on our website and then start on our Facebook page. Yes. And then we'll share. Yep. And post it on three public places also. That is three public. We're putting it on Facebook. We putting no physically. Oh, it has to be written posted somewhere. Okay, gotcha. It doesn't have to be out on the news app. So we have to type it on paper and put it somewhere that nobody's going to see it anyway. Correct? Yes. Like on the post office billboard, the gas station. It will

Jordan Walker (01:46:17):

Be well public.

Vanessa West (01:46:19):

Yes. Okay. So yeah, if you guys can work together just to make sure you guys are saying the same things. Yeah, good luck. Thank you.

Art Donnelly (01:46:29):

Thanks for that vote of confidence.

Vanessa West (01:46:32):

So yes, you want to state the motion?

Jordan Walker (01:46:36):

Well I think we got it taken care of

Vanessa West (01:46:43):

Without emotion. Yeah,

Jordan Walker (01:46:44):

But what I'll do, well technically Julie will be the, she's the media contact. But I mean normally when I listen to KLCC, it's just an announcement so I don't usually want to talk to

Vanessa West (01:46:59):

Anybody. Well it's not that big of a deal if you guys want to work together on this.

Jordan Walker (01:47:03):

Yeah, I don't think it doesn't

Art Donnelly (01:47:04):

Require anybody

Jordan Walker (01:47:05):

Being interviewed

Art Donnelly (01:47:06):

Or anything like that. It's a public

Jordan Walker ([01:47:08](#)):

Service announcement.

Kim Anderson ([01:47:10](#)):

You can direct staff to work on the promotions for the vacant board position and he can consult with the PIO O to make sure that second set of eyes on the verbiage and go for it. That's why you have staff tell them to do

Jordan Walker ([01:47:24](#)):

Things. I think we've got that covered. Well actually I can't

Kim Anderson ([01:47:29](#)):

Collectively the board collectively you guys as a board don't have to have a motion to direct staff. The board can make directions to the staff. You can have consensus to direct the staff. That's a managerial function. It's not a formal board action for the record. So yeah, you guys can just direct staff to do something like that.

Vanessa West ([01:47:51](#)):

So treasurer's report, we don't have a treasurer's report do we?

Jordan Walker ([01:47:55](#)):

It's the financial statement.

Vanessa West ([01:47:58](#)):

Okay.

Jordan Walker ([01:48:04](#)):

So as noted earlier, the budgeted amount is different as of 20 minutes ago, but the December numbers are accurate

Caty Giovinco ([01:48:18](#)):

And

Jordan Walker ([01:48:19](#)):

I don't think I have anything.

ShirleyMarie Raven ([01:48:25](#)):

So I had a question. So on our budget we show amounts allocated for principal and interest on debt, but we have no debt listed on the balance sheet. So how is that? We only have current liabilities, which is all the payroll stuff.

Jordan Walker ([01:49:00](#)):

That is an excellent point. I would've to talk to Brittany about that because what it is is the loan part of that loan grant thing is what we budgeted the interested principal

ShirleyMarie Raven (01:49:14):

And it looks like we haven't paid anything this year. No. Is that because we've got that, the loan part of that grant under just our grant, our money that's coming in and not under our debt.

Vanessa West (01:49:30):

Maybe you can call Michelle from MR and find out when we start, when do we get a bill, when do we start paying off our paying money? We've

Kim Anderson (01:49:37):

Got a debt

Vanessa West (01:49:37):

Because

ShirleyMarie Raven (01:49:38):

We haven't paid for it yet. But you record your debt when you receive the money. Not when you start paying unless it's not really a debt.

Jordan Walker (01:49:46):

It is definitely debt. It's a debt. Yeah. So I would think that, and I noticed that a while back and I thought how weird that would be. I need to talk to Michelle. Right, that okay. Okay. Just a thought. No, that's an excellent point.

Vanessa West (01:50:00):

Yeah, I'm curious when we start paying that debt and it should be somewhere, right?

Jordan Walker (01:50:08):

I did. I got that number from Michelle, so yeah.

Vanessa West (01:50:12):

Yeah, I know the number. I just want to know when we start paying, I for some reason thought it was in December, so

Jordan Walker (01:50:20):

I don't know. She didn't say anything. I did, I asked her if I needed to do anything there was any upcoming dates.

Vanessa West (01:50:27):

I spoke with her several times just as even last week and she asked

Jordan Walker (01:50:32):

I will, well I'll talk to Brittany first and then I'll talk. Okay, that sounds good. And I don't know if you heard me, but Mike I think has retired now because now everything's in Brittany's name. She's the one I've been talking to.

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Vanessa West (01:50:51):

Okay. So I think the treasurer report, so we don't need to anyone you can require any action.

Jordan Walker (01:51:00):

You can accept the financial statement or the treasurer report. Okay.

Vanessa West (01:51:06):

And who would accept it? Am I allowed to accept or should someone else accept? There should be a motion to accept. Who would like to motion to accept. I'll

Jordan Walker (01:51:13):

Make a motion that we accept the treasurer's report in the form of a financial statement.

Vanessa West (01:51:18):

All in favor? Oh, who wants to second? A second. All in favor? Three to zero. All in favor passed billing report. I don't see a billing report.

Jordan Walker (01:51:31):

I printed out the our past due code. That's basically what our report

Vanessa West (01:51:40):

Is and I don't have

Jordan Walker (01:51:42):

It. Yeah, I just rented it out last month. Oh, okay. So right now we're at 20,245. That's about \$2,000 more than last month. Yeah,

Vanessa West (01:51:53):

Yeah. We were at 40 last year. Now we're down 20,000 at past due but back up to 22,000.

Jordan Walker (01:52:00):

Well we were at 18 or thereabouts and then we're back. I think that's kind of a holiday.

Vanessa West (01:52:09):

December is kind of rough and I think January might be a little bit of rough for some people too. I'd anticipate maybe a few people call in and asking for a little bit of, because a lot of people couldn't go to work. We do have quite a few people that do travel to work. So I think that I can see how December is probably and time when that happens. So does somebody want to motion to accept the

Jordan Walker (01:52:39):

You don't have to do that. It's just information. You don't just do that.

Vanessa West (01:52:40):

That's an internal Oh, risk management report.

Jordan Walker ([01:52:45](#)):

So we haven't been making much progress on this, but we need to

Vanessa West ([01:52:53](#)):

Do need to

Jordan Walker ([01:52:54](#)):

Because I don't really have anything to report.

Vanessa West ([01:52:56](#)):

So there's one thing Joe has to report. He thinks that he may have done one of those great big things. What is that insurance list that I put on there, Joe? And what do you think that you are certain you accomplished?

Joe Rochon ([01:53:08](#)):

Oh, all kinds of things.

Vanessa West ([01:53:10](#)):

List on that one five list.

Joe Rochon ([01:53:12](#)):

I think we got the tank. I believe the tank is fixed.

Vanessa West ([01:53:16](#)):

So more leaking tank especially. This is going to be so excited Also on the list,

Jordan Walker ([01:53:24](#)):

Employee policies is an accomplishment that we're working on. So I can report that.

Vanessa West ([01:53:28](#)):

You can report that. And then also I've been noticing the gate's been locked a lot more often. We've got more signage on there. One thing that I would like to add, if, if the board could agree with and would like to help tell an employee what to do, I would really like and special district would like it. To my knowledge, we do have cameras and if we can get the cameras set up to where Joe can have the cameras and where it's backed up a card that would be, and then maybe even on the, I don't know if maybe on the business, I don't know if there's another place. So it's not just on Joe. So Joe's not available.

Jordan Walker ([01:54:09](#)):

We just allowed storage.

Vanessa West ([01:54:10](#)):

Oh can we have to hayak about getting that connected? We Charlie, we have to, in order to have it connected to our computer system, we have to get it approved through Kayak. They have to

Jordan Walker ([01:54:20](#)):

Do it right? Yeah.

Vanessa West ([01:54:24](#)):

I don't believe we need to because even though I asked Kayak to not give out the password, they gave out the password and pretty much told Joey to do it himself, which was against what I told them. And what the board told 'em was that we didn't want them giving out password. Can I call them in contact? But they said that they have no problem because no one should be worried because this is his or that. But yeah, that's what Hayak told me, which I did not like. But they said that there is no cybersecurity threat by giving out the password.

Jordan Walker ([01:54:54](#)):

Julie, you could do that part of your job.

Julie Doran-Lee ([01:54:57](#)):

Okay, I'm going to contact them and I will get that set up and taken care of in the camera station. Joe,

Joe Rochon ([01:55:03](#)):

Could you ask him to change our password from Mapleton Water sucks, please.

Vanessa West ([01:55:08](#)):

Yeah. Okay. Yeah that set up you should be able to change password that that's what HIAs gave

Jordan Walker ([01:55:14](#)):

Us. Well

Vanessa West ([01:55:15](#)):

That's crappy. What Napleton water sucks is the password they gave us. That's so highly unprofessional. Small. Well we are only paying them like \$400 a month instead of 10 grand a month. What the other people wanted. So that doesn't matter really irrelevant. So if you can tell them that we'd like to change that. What it is and we just about this right now, negative energy, you don't need any more negative energy. We can't afford anybody else.

Art Donnelly ([01:55:45](#)):

Maybe its a water trying. Okay, so again, we're not mostly sticking to the agenda, so I think this might be an appropriate time to ask Joe. Joe, you had a security concern that you wanted paid attention to, which you were told. If I am recalling our last conversation on this back in December was not a legitimate concern. Has that been addressed in any form? Have you been able to talk to Hayak about your concern?

Joe Rochon ([01:56:13](#)):

I left two messages and use their little hayak thing at the bottom on the right and I still cannot use it. So then

Julie Doran-Lee ([01:56:18](#)):

What's the concern? I'll contact him.

Joe Rochon ([01:56:21](#)):

I can't use the computer.

Vanessa West ([01:56:22](#)):

You can't use the computer. Why not? So I think we would like him to calm down

Joe Rochon ([01:56:27](#)):

And there's no internet. It just says it's online network, everything's great. You go to use the edge. Nothing. My email, nothing.

Art Donnelly ([01:56:37](#)):

This is absolutely unacceptable.

Vanessa West ([01:56:39](#)):

So we would like them to come and service our stuff, set up our computers, change our email. We'd like to get them to come, which it's a paid service. We have to pay 'em hourly, but we need them to come out and do more than the bare minimum. They just look on the computer's not working, they don't have much to keep an eye on, nothing to monitor. Okay, I'll get on all

Joe Rochon ([01:57:02](#)):

Of that. They also used my infected Android phone as my logging key. You have to keep on you. And we kept saying no we can't use that. No. And they did it anyways and the first night it did all the updates to Windows and then 11 gigs of other and I said what's other? And Dane says, oh don't worry about this, all that stuff. I said, there's a hidden partition right there if you right click and go with info. I said,

Julie Doran-Lee ([01:57:29](#)):

Okay, well so that I want that fixed anyways because, and that was the other thing is we didn't have Is that the iPhone?

Joe Rochon ([01:57:37](#)):

Yeah.

Julie Doran-Lee ([01:57:38](#)):

Okay. So we didn't have that working at that time. So as it should be, I want all of your emails and all of your stuff and all of your login through that iPhone and so

Joe Rochon ([01:57:49](#)):

I can't do it because my dual authentication goes an email and everything else and they even,

Vanessa West ([01:57:53](#)):

They can help you authentication for it. So I'll have them help with that too. Mine goes crazy. It doesn't like it when I try to authenticate it because sometimes I log in and do my emails through my phone and sometimes I do it on my iPad and then it wants to make me authenticate and it sends me through this and I got in this loop. Jordan even tried to help me. He is like, I don't know what's going on and it's because it keeps popping up. I also have the Office 365 on my own personal account. So it kept bumping them around so we can get hay to come over and hook up the video cameras, go through his phone, get your

computer going, take a look at stuff, change the password professional as soon as possible. That would be great. It would be really awesome if there's a chance it can get done before the end of the month.

[\(01:58:48\)](#):

That way when Jordan gives his updates to special district, he has to give monthly. That would be a good additional thing on the list because security was on the list before the end of this month. Yes, we've got a week and a half we've hired by that. We pay them. There's no reason why they can't come and help us with our problem. ASAP. They better be here next week by the latest. So yeah, no, I expect them to put their running shoes on and get over here and help us. Yes I do. We pay them on monthly subscription. If we call 'em right now, they should be coming on over here for 24 hour. We'd have to pay them but they should be coming on. It's not like we're looking. So yeah, I think that would be really good. It's on special districts list and they've always gotten back to me. I mean they call

[\(01:59:42\)](#):

Sometimes she'll put me on hold and she'll put me right here. So I think that that would be something that would be for special for what we're talking about. For the risk management. Risk management. I think that would be very, very helpful. Me, I need need some training, I need some ideas. I need some help with my part because the one part they want a board member to take over kind of the more supervisory role and I need a little bit more assistance. It's just really difficult and I just need a little bit more guidelines. So I don't know if I need to contact special districts because there's special districts wants and you're part of what to understand. Well five things that special district said they want us to get done, which is they want more

Jordan Walker [\(02:00:40\)](#):

Five manager, which we addressed in.

[\(02:00:44\)](#):

But Vanessa's saying that she wants to want more training to be better at what she's

Kim Anderson [\(02:00:52\)](#):

Doing. They have an entire library of online training that's available. They do online regional trainings periodically on different topics.

Vanessa West [\(02:01:03\)](#):

And we're going to a whole conference

Kim Anderson [\(02:01:05\)](#):

Which oh by the way, I'm going to be there too. Are yeah, cool. And there's a whole conference that they've got all sorts of trainings there too. So you could just go to their website and you could actually check it out too if you want to forward it to 'em. They have a training page and they have all of that stuff available. They also have a resources page that has recordings of previous conference sessions. So there's a whole bunch of online resources right there. And

Vanessa West [\(02:01:32\)](#):

It's all free.

Kim Anderson [\(02:01:33\)](#):

It's all free. Some of the regional trainings might have a \$20 chart or

Vanessa West ([02:01:38](#)):

Something. And I was going to, and I was really, really motivated and I was going to go through the boil. They have a six month training, which is like two hours, two or three hours one day a week every single week for six months. And I was really thinking about really, and then I'm just looking at my schedule each week. There's no way, there's just no way. It is not realistic for me to spend three hours a week from 10 o'clock to noon or one o'clock every Wednesday. I just can't.

Kim Anderson ([02:02:09](#)):

You can find training that will satisfy them on their website. You just have to go to the trainings page where the resources

Vanessa West ([02:02:15](#)):

Page. So I thought it was a great idea, but there's just so, there's just no way I can volunteer that much time.

Kim Anderson ([02:02:26](#)):

And as a matter of fact, that's another thing that you can look into is actually the safety trainings that are mandatory. They have a library of them online that you would have to set up as administrator for them to get access. That's trainings

Vanessa West ([02:02:40](#)):

And safety. Safety training is something that special district had us on. So if there is a way that Jordan could look up some sort of safety trainings, even if it's like a 30 minute this or if there's some sort of safety training for our employees.

Kim Anderson ([02:02:53](#)):

They have a whole library and they're usually between 25 and 45 minutes on different topics and you can pick the topics that are most applicable. It's like do you have to do enclosed space? Confined

Joe Rochon ([02:03:05](#)):

Space. I was just laughing about that because I saw an employee one time in my head. If this is coming out of a confined space with a cigarette in his mouth pulling the tools in the other, I'm going.

Vanessa West ([02:03:17](#)):

So let's start with maybe signing up. I would think that maybe we could start with Joe and Jordan with these and then we can move on to having the employees later. But I think that we do need to get this started to appease. It is necessary, but might as well get it started somewhere and then we can kind of work it in more. But I think that we should have

Kim Anderson ([02:03:41](#)):

Ouremployees a quick way to address required safety

Vanessa West ([02:03:43](#)):

Trainings. So I think we should start off with two and then we can work.

Kim Anderson ([02:03:47](#)):

They have a whole library so you can pick and choose whatever's most applicable for your

Vanessa West ([02:03:52](#)):

Particular, so would you be able to set that?

Jordan Walker ([02:03:55](#)):

Yeah, I did set it up but my password wasn't working so I just need to follow up with SDIS.

Vanessa West ([02:04:02](#)):

Okay. So if we can get that And I think they really check off all the boxes that they were really wanting us to do that. We've been really straggling on the last four months.

Joe Rochon ([02:04:11](#)):

We can have 'em. We just haven't quite followed

Vanessa West ([02:04:13](#)):

Treatment. We just haven't quite followed through. But I think that we are, this is a

Kim Anderson ([02:04:17](#)):

Marathon, not a sprint.

Vanessa West ([02:04:18](#)):

And I'll try to find for risk management, I'll try to go online and start some sort of give you an update of what from my learning for management or whatever, or supervision or whatever. I

Jordan Walker ([02:04:32](#)):

Also note that two of our board members are going to conference, which they did want us to attend.

Vanessa West ([02:04:40](#)):

So I think that we are going to have a lot of good stuff to write. Precon just probably us. Yeah, it's not a big deal. So I think that we can get some good stuff. You can give Jordan some good updates about how it goes with plan and then they can do the safety thing. And then cameras was a big thing and I'll try to find some kind of training too to get a little bit better. Can I ask a quick question while we're all here? Kayak also has a computer. He's sitting in a box waiting at the office for us. He was under the impression that that computer was is what we paid for. Huh? We've already paid for it. Oh yeah. It's an extra computer that's supposed go. Hold on. They're under the impression that that was our extra computer that's supposed to go up at the plants. That's a

Jordan Walker ([02:05:26](#)):

Surface pro.

Vanessa West ([02:05:29](#)):

That's the surface Pros. A tablet. So it's a tablet. It's not a computer that is the tablets for the skid. Perfect. I asked him, we can hang onto that for now or if not then bring it to the office for you for safekeeping until we get the skid. Thank Perfect. Bring it. They come.

Joe Rochon ([02:05:43](#)):

It's for the skid. It's for the skid.

Vanessa West ([02:05:45](#)):

It's for the skid, yeah. But it might be good for them to get it set up and stuff while they're out here. Not until we have the skid to get it set up with. It's just a program that they need to. No, he said that it needs to be set up with the skid. So that sounds good. I think this would be really, really good. So I think we can move on to operations reports. So plant system update, everything's just running great, right Coach?

Joe Rochon ([02:06:15](#)):

Yeah, actually no, we implemented the VC 500 pre-filtered. That has absolutely been game changer. You're

Vanessa West ([02:06:26](#)):

Talking in Chinese. So what Joe's talking about is that he added a new filter. The old filter was a 200, this is a 500 and that 200 wasn't making due and it kept on getting plugged up and plugged up and Joe was having to take that apart, apart, apart a couple times a week, all of December and several times throughout the year. Is this membrane cartridge?

Joe Rochon ([02:06:46](#)):

No, before it, there is pre filters that self-clean themselves and sanitation. Everything come out impossible to parts four, six months out, year out. But we had the old one from the old skid that I wanted to put on since I started here two and a half years ago. Two two weeks?

Vanessa West ([02:07:02](#)):

Correct.

Joe Rochon ([02:07:03](#)):

And we finally a chance to put it in and it takes the swamp water and laughs at it. It takes everything,

Vanessa West ([02:07:11](#)):

Spits it back out. That got installed when we were out of water. We called the plumbers over and said, Hey mayday, because we weren't able to use water because it just kept by messing up. We weren't being able to get enough water. And then we got the leak. But so that's when it got installed was during there by Viking Plumbing helped install

Jordan Walker ([02:07:27](#)):

It. So this is

Vanessa West ([02:07:28](#)):

An old filter that we had from before, correct? From the previous ski. Ah, okay, cool. The membranes and everything went to put on that one. But Joe looked through this and he went through the book and it was all completely functioning. So he's been saying the whole entire time, this looks like it's good. I went through it, there was nothing wrong with it. And he finally put that a little bit of field engineering going

Joe Rochon ([02:07:54](#)):

On. Awesome. I carried that thing on my shoulders everywhere I went so it wouldn't get rid of it. So Joe, can I ask, have you managed to do any or make any progress on diagnosing the error in the system. I was actually going to call you today and I couldn't find your number. All I know is a 2 0 6 because I don't have any contacts. I'm going Yeah, well I've given it to you a lot of times. I'll give it to you again. Actually, I found new places that are not on the ads bills as I've been finding again today or lately was yesterday, but that's nice. It is good. I take it there's blow offs at the top of the mountains and high peaks and stuff that are actually spring loaded that were stuck and they create a vacuum and it goes down, the steel goes down, pulls on the pipes, it tries to collapse things instead of suck air and also up at the very top of chest left, that building we are unaware of, it's up there. That actually has a bleed report up there. I think we should finish that up this week. I mean literally we can't do a full shower. We can't do a full load of laundry. This is since the week before given we said employee ran first weekend, they did not clean the top intake and sucked everything at the top watered down into the PRB valve and we cavitated and caused chaos in that. I've let more air out then I know what to do, but it's coming out of the mountain. Yeah,

Vanessa West ([02:09:30](#)):

We could have a leak in our intake,

Joe Rochon ([02:09:32](#)):

Right? Been on the phone. Well yeah, I would be certain We have a leak. Yeah. See tomorrow I'm testing to shut the plant down and leave our settling tank there and see how quickly it goes down the line there. We've got to have a big grip or something in there. That's exactly, that's bubbling because it'll sit there and it'll go and you can hear it. Right and it shouldn't be able to do that. Yeah, I sit so the only way is if there's a hole and I forget, we get a high lit inlet pressure, low outlet pressure errors flipped back and forth and the gentleman said that it's because it builds up an air bubble down there and it literally switches places with air and water. It goes boom and it kicks our skin in the face and does water hammer and also vacuums at the same time so it doesn't know what to do. This machine shuts down randomly, so it's just another big area.

Vanessa West ([02:10:27](#)):

Not to mention every single little bit of rain that we have, it's within one week of cleaning everything. It is waist high again. So that really needs to be cleaned weekly but it's not been able to get cleaned weekly. We need

Joe Rochon ([02:10:39](#)):

Intake, great melted.

Vanessa West ([02:10:40](#)):

We don't have the workers so that's a big deal. So we have a problem with that. We might have a leak somewhere in there, but then also we know we have, but really besides the air, which messes with the skid, we have a separate issue once we can finally get to make it. We've been noticed. You've been finding more leaks that have popped up this month. You fixed one over by the bridge, a three inch main line that goes over to the service station and there's another leak right now that you need to work on that We have a current leak right now over by the gas station. Where are you that you found out about yesterday where you out on that

Art Donnelly ([02:11:16](#)):

One? Yeah, it's been difficult not to make coincidental correlation between the increased frequency of line breaks, leaks and the increased amount of air in the lines. I would think that air in the lines leads to

cavitation and cavitation puts a lot of stress on the lines. So it's not just an inconvenience for us because we're high up. It is but it's better than not having watered all. But I would think that it's costing us in terms of wear and tear on the system.

Joe Rochon ([02:11:54](#)):

The system itself is not, I mean the water hammer when it switches like that, that is unhealthy in the system. The rest of it's sending it out into distribution. If I keep the air off the dome where the plant's sitting at, it's not hurting it. It's hurting you guys and stuff. Getting up to your house and knowing I don't want the air in there. Air gives a chance for bacteria to grow. So I'm running a little mild right now on the chlorine just to keep that at bay as frequently all sides of distribution. Just trying to figure out why, when, where and how. I talked to Ryan SCA and stuff about it and he's going to try and break loose and get over here with Lolly Dodge and see if we can hang out and come up with what he thinks we can do just now that we have that pipe on there instead of it sucking from the bottom. That also causes a vortex when it pulls it down inside there. He says you get bubbles there. He said our next idea is putting an air leak valves system right before it goes in the skid. And

Art Donnelly ([02:13:00](#)):

That makes

Vanessa West ([02:13:00](#)):

Sense. And art's not the only one that's having the issue. I believe that's why Roger was calling. Well I do know he sent a text that said that. Yeah, he's having, they're hired too. So art and these two people are the high points and so they're having issues with the error, which is a big deal but it is hard to find

Joe Rochon ([02:13:23](#)):

As much areas as we're getting in the system and have the system from the intake. We have that leak up there where the booster pump is pushing A-D-P-S-I dime for the top of the mountain and all that culvert is point, what was it? Point six eight, 0.58 And that rushing over going down the side of chestnut there five foot wide.

Vanessa West ([02:13:43](#)):

And what we need to prioritize is we very easily could get the thing up there on Chestnut done. But we need to think about, so that's what we need to think about is we get that going. What if it's a big leak? I mean every single repair that we do, every single bit of grant money, every single repair we do, every single bit that is being used at grant money, that's going to be paying for skid and that's just adding to the loan that we're going to have to do. So I mean it's like we as a board have to kind of figure out as a juggling match and then it's like how much do we want to wait until we get the master plan done? How much can we wait we crossing our fingers and what should we prioritize and what shouldn't we and what should we be looking? I mean because every penny that we spend in repairs is a grant, is a loan we're going to have to take. But the one good thing about it is we're going to be broke as soon as we get that skin in with a loan with a hefty loan, I should have that number next week.

([02:14:51](#)):

So everything that we do, that's all I'm saying is it just means it's all alone. But we do have to fix these leaks and fix the air because, and our other customers deserve to have reliable water just like everyone else. So I mean I do feel bad for art and a few others, like I said,

Art Donnelly ([02:15:10](#)):

We've got water, it's just a pain in the ass but it's a step above falling in buckets believe.

Vanessa West ([02:15:17](#)):

But yeah, so we just need to think about how we can and what we prioritize. There's come a time where we just have to say we got to let some little things maybe like somebody sleep. I think there's, well we can't fix 'em all now guys. We don't have the money and then patching instead of this or that. So it's a juggling act. Yes, Joe,

Joe Rochon ([02:15:42](#)):

In my spare time there's the settling tank will be clear tank behind the skid and everything. The one buried in boulders belt and the third looking at the as builds on it from 1972. There is four valves up there that look like garden hose space that are supposed to release air and be maintained, seasoned, whatever like to call it. There is no instructions anywhere in the universe left from the company that manufactured those on how to do so. I was ever trained to do so because Delta probably had no clue either. But those are made to release air and gas and everything as it sit there with the chlorine before it goes up to distribution for every 70 minutes it takes to get through the whole chambers thing and it can also let out as it goes. So those could be missing us up as well. We shouldn't be getting air in there but it would be more of a way to bleed it out before it goes to distribution as well. I would like to take one apart but I saw Wally and Eric take out two of those screws on those manual covers and it blew them off their feet. You got the way to the mountain and the skid and everything all implemented at that time with the clear tank. So I would need a very trusted person to help me that might have

Vanessa West ([02:17:00](#)):

Sold all

Jordan Walker ([02:17:02](#)):

Get down here

Vanessa West ([02:17:03](#)):

And if you're a board member you get safe insurance.

Jordan Walker ([02:17:07](#)):

Actually, are you a volunteer currently we need

Vanessa West ([02:17:12](#)):

To the last two and a half weeks

Jordan Walker ([02:17:14](#)):

We do need to get you on our volunteer.

Vanessa West ([02:17:18](#)):

He tried to recruit him and he won't let us.

Art Donnelly ([02:17:19](#)):

Yeah, well we had asked him, still had never gotten the waiver form too. Did he ever get one? Yeah, Troy sent.

Vanessa West (02:17:32):

Oh cause yeah, I haven't seen no waivers

Joe Rochon (02:17:34):

CC on that. Yes, apparently shaking big chicken in my new air fryer on wifi needs to be flipped and I didn't know that. May I run and go turn it off or flip over. Nothing worse than let alone burn in the

Vanessa West (02:17:48):

I think so plant system updates. So you've got leaks, you've got air, you've got to clean this, you've got attached a mile long and you're going to try to do 'em as you

Joe Rochon (02:18:00):

Can. The leak over here off of Riverview. If you go from the plant where we had those lines isolated, I wasn't doodling. I'm sketching our water system coming from the plant and the crossovers of kitchens there's an issue because those sand pipes have water and there's sand pipes in the swamp. Right as you get into town right across from Carl's new shop, there's a mains down there. You don't put four inch sand pipes on two inch bleed off pipe. I wouldn't think. And it goes the whole way And they're not on any as bill, they're not on anything. And there's a Maine out here in the gravel and what was it next to it? Was it a meter box? So there's a sewer, there is what appears to be the old scale or sub communication. We found those under the ground in the bunker is the hydraulics. But there is a way because if we go to work at the gas station and they have to shut that down, everything from that point on two miles is done.

Vanessa West (02:19:06):

Which I'm fine,

Joe Rochon (02:19:08):

But that's why these were here. We isolated one and again they were talking about that I think while you weren't

Vanessa West (02:19:14):

Here I thought I was thinking that we just tell people this two miles is going to be without water on her in between 10 and two. Why not?

Matt Ferkey (02:19:22):

What impact on boil notice or

Vanessa West (02:19:23):

No, we're going to have to notice only for that. So we're still going to have to do a boil water notice for the section we shut off. So who cares if it's Rice Road and 1 26 if planned? If it's a planned outage, it's a planned outage, we give notice and you

Kim Anderson (02:19:37):

Don't lose pressure. We're

Vanessa West (02:19:38):

Going to lose pressure. We're off.

Kim Anderson ([02:19:42](#)):

How many services are there?

Vanessa West ([02:19:44](#)):

It'll be about they're wanting to cut it back to like 20 or 30 instead of being a hundred that it might be, but we're going to have to issue a boil water notice no matter what for at least not

Kim Anderson ([02:19:55](#)):

Necessarily if you shut off the surface

Vanessa West ([02:19:58](#)):

We have to, yeah, we do. We shut off service pressure.

Kim Anderson ([02:20:03](#)):

That's what I'm saying is if you shut them off at the service before you take the line out, they don't lose pressure.

Vanessa West ([02:20:11](#)):

But we don't know until we start shutting things off, we don't really know who's losing anything. So we might as well, even if they do this and play with this, we won't know what that So

Kim Anderson ([02:20:20](#)):

It's not like you've identified

Vanessa West ([02:20:21](#)):

Exactly the service he's wanting to identify it. So where there's a still

Joe Rochon ([02:20:25](#)):

Worried about 15 miles of eight inch main that I have no clue where they go and where they look back to how am I supposed to know my system?

Vanessa West ([02:20:32](#)):

Would our master plan find that or is it

Art Donnelly ([02:20:34](#)):

That's exactly

Vanessa West ([02:20:35](#)):

What we're getting the master plan. So that would be the place where we can have the master plan start on the distribution so they can help us. I'd rather us not waste our man hours any more than have to because we're paying 90 grand for a master plan and they can come over and help figure it out. So I think that

Kim Anderson ([02:20:53](#)):

Part the master Is there anything in the estimate for the master plan that includes line location

Art Donnelly ([02:21:01](#)):

Services? It's very poorly written and it's extremely generalized language. I'm unhappy for five minutes and I press Kevin on changing some of that language so that it's more specific.

Kim Anderson ([02:21:14](#)):

Yeah, because

Art Donnelly ([02:21:15](#)):

Master

Kim Anderson ([02:21:15](#)):

Plans are usually more of a paper exercise than a physical exercise and what you're talking about is a physical

Vanessa West ([02:21:21](#)):

Exercise for 90 grand. You better be getting someone.

Art Donnelly ([02:21:24](#)):

Well again, it's just like strategic planning. I still content that different people are using the term master plan differently. So we're doing a water system assessment, engineering assessment. So he excludes intake on that. So I mean he's not going to design your intake for

Kim Anderson ([02:21:49](#)):

Us. No, that's not part of it

Art Donnelly ([02:21:52](#)):

For sure. He is by self declaration in the scope of services agreement that he's given us that I've shown you. I've shared it and everything supposed to map our entire distribution system output according to the way he's got it written in cat drawings. So let's read. I have asked him to make sure that that is output not just in CAD drawings but in CISG, I-S-G-I-S, excuse me GIS format. Do an overlay for onyx

Matt Ferkey ([02:22:27](#)):

Maps would be awesome.

Art Donnelly ([02:22:30](#)):

We're paying enough so that we should be expecting that level of detail flexibility.

Vanessa West ([02:22:38](#)):

This will be a program where we can every single time we just here here and then we can say we replace this pipe here and it'll be just like an OnX map and it'll show where we've replaced this replaced thousand, this is here, sign that agreement. It'll make,

Art Donnelly ([02:22:50](#)):

Make sure that that's included for seriously fool people.

Vanessa West ([02:22:53](#)):

I'm just thinking how many mean there's so many things that means

Art Donnelly ([02:22:57](#)):

The language is incredibly in general. I am sure they're fantastic engineers but they're not writers. It's extremely poorly driven. We just need to make sure that we're clear on what we're getting for the 86,000 and we need to make sure that we convey clearly to civil West engineering what it is that our expectations are. So if there's things in that written scope of work agreement that don't meet that as a requirement IE, they don't satisfy our expectations. We need to negotiate on that before we sign in.

Vanessa West ([02:23:36](#)):

Okay, so I'll review it again some ideas too. I just don't want us to be wasting our time. We're going to have to do a boil of water notice because when we shut things up we still don't know it all get shut off just like that one by the bridge. We were shutting off random people. We had no clue who was going to get shut off or not, but we gave notice. People on Riverview on this side may or may have our water shut off in two hours due to her for two hours or more due to an emergency. Don't know who you are but on this side of the bridge and that's the same thing we're going to have to do to fix that main line. I don't think we need to spend 40 hours Joe's whole hours and get all this overtime to try to locate at a pipe instead of just telling everyone royal water notice on this side of the bridge. I mean it's not a big deal. It really is not a big deal. I don't want to waste those 40 hours trying to find

Matt Ferkey ([02:24:27](#)):

That. I think a scheduled outage, I think it needs to be a scheduled outage of everyone but especially,

Vanessa West ([02:24:34](#)):

Hey, on this side of the bridge, our

Matt Ferkey ([02:24:36](#)):

Plan is that it should just be people west of the gas station but know that it might because I mean like you said during that nice emergency leak it was shut off whatever you could to shut off water to get leak

Vanessa West ([02:24:49](#)):

Fixed. So we can't go and shut manly turn off everybody. A lot of 'em might even break if we turn 'em off. I'm scared to try to turn 'em all off.

Matt Ferkey ([02:24:57](#)):

Oh my gosh. The one at the end of

Art Donnelly ([02:24:58](#)):

Riverview is

Vanessa West ([02:24:59](#)):

Tough. Yes, I'm a little nervous to go to each ones and turn 'em off. The boil water advice is it may or may not be waiting until we turn in the test in. It's not a big, it just is what it is, but we can't afford to pay Joe to go in and investigate our system.

Art Donnelly ([02:25:17](#)):

No, that's why

Vanessa West ([02:25:18](#)):

And there's so many other tasks that are a priority right now. That's fine.

Jordan Walker ([02:25:24](#)):

Are we on 5.1 still or 5.5

Vanessa West ([02:25:27](#)):

0.1. So plan update is there's a whole bunch of tasks and just the regular weekly step is not getting done. I mean the intake should be getting cleaned weekly. It hasn't been cleaned. Wait, wait, a new plan update. We're on the plant system update, not the new plant. Oh, so we're all talking about the old That's what we've been on the, I thought we had just moved on so I'm just Okay. So there's lots of things to do. I just don't think he should be spending all of his, unless he thinks that's top priority but me, I don't see us paying overtime for him to do something that may be in our master plan.

Matt Ferkey ([02:26:03](#)):

I cleaned the inlet a couple days ago. Oh, so you've been in there since I was up the last time then. Yeah, because I was up last week and I thought, wow, it looks like the

Vanessa West ([02:26:13](#)):

Bottom of, but the tank used too.

Matt Ferkey ([02:26:16](#)):

I cleaned just the inlet screen because the plant actually stopped and that was a couple days ago. But again,

Vanessa West ([02:26:23](#)):

But did you clean out the whole entire pond? I

Matt Ferkey ([02:26:25](#)):

Did not clean out the pond. I just cleaned the

Vanessa West ([02:26:27](#)):

Screen. Yeah, no, the whole entire pond, they have a pump there. I know I've purchased it. Okay. And they haven't used it yet.

Matt Ferkey ([02:26:33](#)):

I think they need time and they need employees and they need time.

Vanessa West ([02:26:36](#)):

That's what I'm saying that's a priority and it needs done this time of year weekly,

Matt Ferkey ([02:26:40](#)):

You guys were talking about we need to do a volunteer form and I need to do that but I've probably been spending a lot more time than I should going to and from trying to help, I'm trying to keep Joe sane. So I really appreciate that. Thank

Vanessa West ([02:26:57](#)):

You. You're getting a little, your family's missing you a little bit, are they?

Matt Ferkey ([02:27:02](#)):

Yes. And my wife keeps on saying you're not an employee, they're paying people and it's like, okay, but I want water. So they

Vanessa West ([02:27:08](#)):

Freaked out. That's like what I do. That's why we're here. That's why we're on the board. Yep. It's for water but it's getting to be a little much and hopefully that's what I'm saying. There's things that need to get done that just need to get done. So go to try to find a rabbit's tail that you may not find. It seems like a waste of time to me.

Matt Ferkey ([02:27:25](#)):

You guys are having a meeting next Monday to discuss possibly more employees or more hours for

Vanessa West ([02:27:31](#)):

How having a meeting next Monday to discuss policy. Okay.

Matt Ferkey ([02:27:36](#)):

Yeah, he's doing, you have

Vanessa West ([02:27:38](#)):

Five hours, but it's the next Monday after that we have our regular meeting, regular board meeting. Is it the first or second? Monday meeting is a little late in the month. We needed to post our regular

Matt Ferkey ([02:27:50](#)):

Meeting or second

Vanessa West ([02:27:50](#)):

Monday. Second Monday of the month will be, yeah, this will be a very short one on Monday and the one after that will be our regular long one.

Matt Ferkey ([02:27:58](#)):

So Joe has trained me to do a lot again, I don't even have volunteer paperwork in yet. So yeah,

Vanessa West ([02:28:04](#)):

We'll try to get that for what you've done so far and then we can right now I've got to try. I don't know what to do. I say I'm at, I don't know what, I've got to figure out what to do. We need work done. So the workers got to kind of stay, make water, make sure our customers have water that they can actually use reliably. But not, who cares if you have to do a scheduled outage for a hundred households instead of 20, that's not a priority. So some things like that's not,

Matt Ferkey ([02:28:42](#)):

If it keeps the plant from breaking down and if it keeps Joe from breaking down, then that's what needs to

Art Donnelly ([02:28:48](#)):

Happen. Yeah. Okay. If we move on to new plant update, new

Vanessa West ([02:28:53](#)):

Plant update. I, I've been working with Preston over on the new grants. He expects not the grant on the new skid. He said by next week timeline just got all the updated drawings and information that we needed from filter tech. Lori left and I will be working double time to finalize the design documents. I think that effort will take us, no, take us into next week, but hoping to start advertising late next week or early the following

Art Donnelly ([02:29:26](#)):

Week. This doesn't need any additional approval from OHA or we? No, we passed that completely.

Vanessa West ([02:29:33](#)):

Nope. And so by the time they get this done, so late next week or early next week, I'll actually have a number and it will be submitted going out for bid and it'll be out to bid for like a month.

Art Donnelly ([02:29:47](#)):

We won't really have the number. You'll have an

Vanessa West ([02:29:48](#)):

Engineers, you'll have an engineer's estimate.

Art Donnelly ([02:29:50](#)):

Estimate. An estimate.

Vanessa West ([02:29:51](#)):

Yeah. Which right now we have nothing.

Art Donnelly ([02:29:53](#)):

Right, exactly.

Vanessa West ([02:29:54](#)):

So an engineer's estimate will be what we need to get started to try to get the loan process going for whatever money we spend now plus that.

Matt Ferkey ([02:30:05](#)):

Totally unrelated to that but totally related to it. Is the new skid going to be made by West

Vanessa West ([02:30:10](#)):

Tech? It's already made. No, it's made by filter tech. So

Matt Ferkey (02:30:13):

We'll have a different control system. Yeah,

Vanessa West (02:30:15):

Completely different.

Matt Ferkey (02:30:16):

Completely different company. And you guys mentioned the tablet, will it have remote accessibility to it? Yes. Yes. Because I think that's one of the biggest problems with the skid is and why I've been doing a lot is because every two to four hours I'll drive up there and check it just to make sure it's running. And it's ridiculous. Joe will say there's supposed to be an employee up there who's supposed to be doing that and that's nothing.

Art Donnelly (02:30:38):

No. Which again, that we got from Sammy.

Vanessa West (02:30:45):

We can't discuss individual employee performances during a public meeting. Absolutely. That can only be discussed during, what I understand though is why it's executive meeting, which I believe that we should have on the agendas is to approve the timecard but then we're told they were already approved. I don't think that part,

Matt Ferkey (02:31:06):

I don't think it would be before they're

Vanessa West (02:31:07):

Approved. I know because it's a misnomer. It's a misnomer. Okay. All time cards don't normally come before, so I think we do need to discuss, we can get more finalized for an executive meeting next week too. Possibility if we can get stuff together so we can think we might add more stuff to it, but maybe we only have to give a 24 hour notice for an executive meeting so we can see if we can gather up information by then,

Matt Ferkey (02:31:34):

I don't want to upset people, but I do want a lot of people to have water, don't have water and I want probably something for me. But Joe has the equipment that Delta has, he got the same equipment to check the tanks. I actually think we were chasing the leak yesterday that maybe wasn't as bad as Was that yesterday? Yeah, that was yesterday. Oh my gosh. We were chasing the leak yesterday. It probably wasn't as bad as we thought it was. And Joe and I went up to the tank and the one tank is halfway full and the pressure's 36 PSI outside your house and it's 67 on the main line at the plant. So I feel like we were chasing the bigger league than we really

(02:32:19):

Had

Vanessa West (02:32:20):

Because the other one was empty though

Matt Ferkey ([02:32:22](#)):

The other one is empty.

Vanessa West ([02:32:23](#)):

It shouldn't be. We shouldn't.

Matt Ferkey ([02:32:25](#)):

Yes. But at half tank there's water. But anyways, the equipment that Joe bought and I think when you bring this up it's like \$70 a year to have cellular service and cloud data to where you can monitor the level of the tanks

Vanessa West ([02:32:42](#)):

And that Joe really wouldn't need authority for. That's been something that Joe's been kind of trying to work on getting set up for a long time that have been for

Matt Ferkey ([02:32:52](#)):

Yet. So is that installed the telemetry? No, the sensors are, but the devices have to be connected to cellular and installed and I think before I climb on top of the tanks I should probably have some sort of people

Vanessa West ([02:33:05](#)):

And I think Charlie was going to help work something. What to do with that

Joe Rochon ([02:33:08](#)):

Charlie?

([02:33:11](#)):

He wants to have security cameras up there and the plant and also I would be able to see inside the tanks with a float.

Kim Anderson ([02:33:19](#)):

Who's Charlie? The fire chief. Fire chief.

Joe Rochon ([02:33:21](#)):

He's got a very vested interest in water

Kim Anderson ([02:33:22](#)):

Around here. Yeah, I just didn't who that is?

Matt Ferkey ([02:33:25](#)):

He's ISS a great guy.

Vanessa West ([02:33:26](#)):

He's also camera inside the tank. He is also very

Matt Ferkey ([02:33:30](#)):

Something other than cellular up

Julie Doran-Lee ([02:33:31](#)):

There. Very educated. Yeah, he did tech for LCC. He was there. Yeah, he was the tech person. So he's very aware of that. And he also sets his own video cameras and stuff with the fire station. Do we have enough video cameras or do we need to more? We need to more the three river. Hold up, hold up. I have a box in my house of video cameras that might, we haven't even taken 'em out and installed. It's been sitting at my house forever. I can pull that out of my shirt. I would donate it and we want to make sure that they can work remotely, this and that and then all work together. We don't want a Hoge, we don't want a hodgepodge of security.

Joe Rochon ([02:34:15](#)):

Correct. Could

Art Donnelly ([02:34:16](#)):

We to item five two for a new plant update. So

Vanessa West ([02:34:23](#)):

That's where we're still at. That's where we're still at.

Art Donnelly ([02:34:26](#)):

Sidetrack. If the new one was going to be usable. So our C is still sitting in Colorado? Yep. Okay. Where are we at Vis-A-vis filter, tech and storage of the new skid.

Vanessa West ([02:34:41](#)):

They haven't started charging us but they do have a bid and how much they're going to charge us, which will be in this engineering thing. But yes, they're going to charge us to storage. We explored the

Art Donnelly ([02:34:49](#)):

Option of having that

Vanessa West ([02:34:50](#)):

Shipped. If we have, we can discuss that if somebody would like to. I was recommended not to because if we have it shipped over here and put into a place, then we are liable when it would be a lot better to have them shipped over here then we're not liable because it arrives here, it's broken. We could be like, you guys broken, it's not working, it's broken. If they shipped it to us and we set it forever and then install it and then we say, oh look we opened it up and it's broken. They're going to be like, well what'd you do? So we were strongly discouraged for us moving it us. It voids the warranty. We

Art Donnelly ([02:35:25](#)):

Have information. Okay. Because we were told in an earlier meeting that that was issue that was going to be forced.

Vanessa West ([02:35:32](#)):

That was a question on whether we were going to store it or whether we

Art Donnelly ([02:35:35](#)):

Have it stored in the vicinity here, whether it be in Eugene or Florence

Vanessa West ([02:35:40](#)):

Or whatever. And Preston told her no because he told me no you guys are not going to do that because you'll lose the warranty on it. He said No, I'm going to tell her you find it. It's up to you. I was the one that was in on that meeting. So Preston made the decision and told her no that was what she told us and told and he said no, they're going to charge us money for keep storing it. They're going to charge us at a storage unit but the reason is I'm expecting dollars so we're going to pay but we don't know how much and we need to, so that's a good, they're going to have to pay a different outside place to store it because they don't have a room to store it on site. They actually going to do it to us sooner.

([02:36:25](#)):

So we've gotten basically several months for free because they need that space to build for somebody else. So once they move it or once they get ready to move it, then they'll have a price for us to be able to charge. Okay. But they're responsible until they get it here And Preston has that in his number so yeah, correct. Okay, I'm moving on. Correct. Are we done? Five to three? So the new plan update, so we're back to getting it out hopefully the next two weeks it should be out to bid. It'll take another month from there and then we will receive the bid, we'll be able to review them, then we'll have a better idea of what the timelines, because the contractor's bid will have timelines. I'll investigate more of what all that entitles and whatnot. But that's a process and we expect to have it put in this summer. Everything seems to be on schedule but we really won't know until we get the contractors bid that give their timeline, that will give us a better sense of the date. So East Mapleton leak, you want me to start with that one? Didn't you just talk about East Mapleton leak? So we fixed this leak about two months ago and it was on a holiday. It was on a Sunday. And you gave the what in August? Yes.

([02:37:40](#)):

And we paid an excavation company that hey we had a mayday, we had to shut off 20 houses. We had a mayday, we almost all ran out of water and it's on a Sunday. And so we called an excavation company. They weren't very familiar with pipe necessarily, but they can dig in a little bit. Familiar well between them and our workers. We put the new pipe in, cut out, dug it up, cut it out. Well it wasn't on fully straight so they're not specialist in type installment but they helped install it. Joe helped tighten the screws and whatnot. Well it ended up leaking again two months later. If it's not a hundred percent straight then water starts whatever. So that was the leak that they caused this emergency. Not to mention us now we're low on water so if we get a leak, we're done like that size.

([02:38:35](#)):

That's what caused that. So we ended up having to pay double for that. So that's why the first one will be a expense to us on our maintenance stuff. It's not an asset because we had to do it twice. And so we paid HJ came and they replaced a bigger area and they are more. I have a question on that. So do you have anything else to add on that? So we fixed the leak twice but now it's fixed. Fixed? No it's fixed. Fixed with a company that installed kite. So not like the emergency person that we just had to call and find an excavation company that could help us on a Sunday at 11 o'clock.

Joe Rochon ([02:39:20](#)):

When it comes to situations like that, I say we isolate the eight houses on that run and wait until the Monday because HJ is the only company that's ever done this good. And they work tirelessly down near work for free force. And I've seen other companies come in Cams truck, millions of problems back any of their work, other people as well. I'd rather have those people that are used to you as unfortunately that

sounds not having water, they're going cool, we will bring you some water bottles and gallons. We're sorry because we waste a lot of money that

Vanessa West ([02:39:55](#)):

Way. I think this is a good learning experience. I think I'm in agreement to, I think this is a good learning experience. We can't just pay any excavation company. We've got to have one that really, and then like HJ will honor their kind of warranty their work too. If it doesn't hold, they would've come in that up for free. They came

Joe Rochon ([02:40:11](#)):

Out three times on that

([02:40:12](#)):

Stage shop, never charged just two of them.

Vanessa West ([02:40:15](#)):

And so I do think you're right, we do need a specialist, not just an excavation company. So that needs to be taken into account when we're,

Joe Rochon ([02:40:24](#)):

I like so it gets them, it's just our people are used to certain thing and if we can save money and implement, get a better job done 18 hours

Vanessa West ([02:40:32](#)):

Later. Yeah, I don't think that the excavation company did a bad job. They just aren't skilled in that. And so we thought that it would work and it is more a specialized skill than just digging.

Art Donnelly ([02:40:45](#)):

So I'm assuming that's the same, that's the Johnson's residence? Correct. And so where are we in terms of settling with the Johnson's? I

Jordan Walker ([02:40:54](#)):

Have not heard anything

Art Donnelly ([02:40:55](#)):

Back from the plaintiff. Have we filed an insurance claim? Yes. You've filed,

Jordan Walker ([02:41:01](#)):

Obviously we'll need to update them on the status of this because it'll affect now.

Vanessa West ([02:41:07](#)):

And I'm surprised they haven't called me. I was there, I took the videos, I could witness what was there and what wasn't there. The insurance company? Yeah. Well because Jordan had a lot of photos and videos to give to them. But still you think they'd want to talk to as many people as possible but I don't think they would. Well

Art Donnelly ([02:41:23](#)):

Typically they want to talk to

Jordan Walker ([02:41:24](#)):

The group party. Yeah, they want to talk to that first. And I'm not sure how communicative the claimant is.

Vanessa West ([02:41:32](#)):

A couple of weeks ago she hadn't heard from them and she's wondering reply, they sent a letter but she also reported that she doesn't have a phone that's working and capable of getting pulled of her on.

Jordan Walker ([02:41:42](#)):

They did send a

Vanessa West ([02:41:43](#)):

Letter. They sent a letter. So I'll follow up with her to see if she's gotten the letter. But yeah, she told me she hadn't heard of anything. If need

Art Donnelly ([02:41:51](#)):

Be Can we get a copy of that letter?

Jordan Walker ([02:41:53](#)):

I'm sure

Art Donnelly ([02:41:54](#)):

We can. Let's request one.

Vanessa West ([02:41:55](#)):

Yeah, we should. If that's about but yeah something. We need something. And where are they some sort about? I'm still waiting on my insurance company from my motorcycle accident in May. I haven't gotten much. Come on. Just give me a number.

Kim Anderson ([02:42:14](#)):

They've got to process whatever.

Vanessa West ([02:42:16](#)):

Yeah, it's like come on, you know that you owe me a hundred but the max give me is 25 because their insurance policy just give me also, we also split this claim on basically we don't think any of this is valid but we can't invalidate it so let's just send it to the insurance and let them deal. But the insurance company needs you to call. I was there. It's not your problem. That's not

Kim Anderson ([02:42:37](#)):

Your problem. Once you turn it into the insurance company, it's between the insurance company and the claimant. You are out of it. Don't ask her if she got a letter. Don't follow up. It's their problem now. You are no longer the party. The insurance company is the party. We have

Vanessa West ([02:42:51](#)):

Enough problems of our own deal. I

Matt Ferkey ([02:42:52](#)):

Completely agree with that. I back her

Vanessa West ([02:42:55](#)):

A person's car

Art Donnelly ([02:42:56](#)):

With

Julie Doran-Lee ([02:42:57](#)):

Although although it is going to cover it is going to get brought back to us.

Kim Anderson ([02:43:02](#)):

You refer 'em to the insurance company

Julie Doran-Lee ([02:43:03](#)):

Because she's convoluted to different issues and you can't mention that though. You can't discuss. She's cond to different issues. We've decided things need to be dealt with separately. Yes. So she's one of her. I can tell you now we can't discuss individual nothing. So I don't believe this is a conversation we should be able to,

Jordan Walker ([02:43:24](#)):

It was discussed in a previous meeting.

Art Donnelly ([02:43:25](#)):

Yeah. Was

Vanessa West ([02:43:26](#)):

It openly so that we can

Jordan Walker ([02:43:27](#)):

Well no it's just that the board decided that the second issue with this person's bill

Vanessa West ([02:43:36](#)):

Made to be separate

Jordan Walker ([02:43:37](#)):

Was not an issue.

Art Donnelly ([02:43:39](#)):

Right.

Jordan Walker ([02:43:40](#)):

That is our problem.

Vanessa West ([02:43:41](#)):

It's not public information either.

Jordan Walker ([02:43:43](#)):

That's true. But also the board decided that the accounting is correct. So there's really only one issue that's being handled by the insurance company,

Vanessa West ([02:43:55](#)):

Right? Yeah. Right. But I mean the claimant was wanting to have both issues together as one and one solve the other and we said no we can't do

Art Donnelly ([02:44:05](#)):

That. Made

Vanessa West ([02:44:06](#)):

That decision they're separate. Correct. Alright. Okay, moving on.

Jordan Walker ([02:44:10](#)):

So think we're done with the East Mapleton leak?

Vanessa West ([02:44:14](#)):

Yes, and I think we learned from it and I agree with Joe's and that's what I got after going through and doing that. We're at the same place. So grant committee,

Art Donnelly ([02:44:25](#)):

I was really hoping this would be a great very positive report.

Joe Rochon ([02:44:28](#)):

Come on, I give you something to go for.

Art Donnelly ([02:44:31](#)):

Post the December regular December meeting, we got the EDA phase one application completely in that was a win. It starts to unlock 800,000 and we also got the EC wag application in again. Huge win that starts to unlock close to a million and everything subsequent to that we also got the Oregon Community Foundation application in for 40,000, not more than five days after. I was feeling good about us having gotten all that done at the end of December, the EPA one came apart on us. So we are back two square one on that having wasted six months at this point. And we are making progress. But I'm going to turn over the board of Vanessa to report in progress with the ECWA grant application. Sorry.

Vanessa West ([02:45:36](#)):

So we do need to make a decision on what a's talking about, which I'm not allowed to make the, I can say what I would like. What I

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Art Donnelly ([02:45:45](#)):

Think that's a separate, I mean

Vanessa West ([02:45:47](#)):

This is about talking about what you're talking about here or did you want to stay on this on

Art Donnelly ([02:45:50](#)):

How No, no.

Vanessa West ([02:45:53](#)):

Or do you want me to talk about the FY separately? But I think that we want to talk about the one you're talking about and then move

Art Donnelly ([02:45:58](#)):

On. I brought up ecwa, the EPA community grants and the Oregon Community Foundation.

Vanessa West ([02:46:04](#)):

Okay, so I'll start with the emergency and then you can do the rest or, okay,

Art Donnelly ([02:46:07](#)):

So the ecwa, I already did the rest. So the EPA one that I had spent a great deal of time on that other people spent a great deal of time on and on, would all that accomplished that six months or work we're back to square one on that. So we've got a workaround, but that's not a grant workaround to take a loan workaround. Let's put it on our tab workaround and that is exactly what we're going to be doing.

Vanessa West ([02:46:38](#)):

No, we have to ask the board to approve it

Art Donnelly ([02:46:41](#)):

Once we get board approval. Look, this is the grant part of the report, not the loan part of the report. So back to square one working on it

Vanessa West ([02:46:55](#)):

Is ecwa, is that the

Art Donnelly ([02:46:56](#)):

Emergency grant? That's the USDA emergency grant. Okay.

Vanessa West ([02:46:58](#)):

Okay. So we'll work on making a motion and then no, we want

Art Donnelly ([02:47:06](#)):

To do the grant report first and then if we need to make a motion to take a loan out, we're going to do that as a separate thing. Okay. That should have been,

Vanessa West (02:47:16):

Yeah, I want you to update us. So it's going good. Everything was great. Everything was turned in and a few weeks ago we had a meeting and they gave a list for art I to accomplish a few little tasks and they gave our engineer a big long list. So we had a meeting a couple of days ago and they had their top engineers, USDA, have a state engineer review it, which is who reviews it before it goes to the next place. And they had a bunch of questions and there was really nothing there from our nor I or anyone here to do it was all for the engineer as in to get more information down. So there was less confusion. So our application would be filled and that's when we were told that we need to pay for a biological assessment that then therefore needs to get reviewed by the fish and wildlife because of the birds in the area.

(02:48:11):

Not to mention we need an archeologist report that's a paid engineering report from an archeologist, not engineering, but a paid report. So that is Preston's going to be, I said I can't do any more than the environmental report. I don't know how to hire. So, but they pay for the grant will pay these people to do all these just like they're going to pay Preston to do this. So there is no way around doing these. This is a grant and this is done before that we couldn't take information from it is, but we don't know because you only have to do each one of these if your project has this, this, this or that. So we wouldn't have known until we submitted it to them and then they went through the boxes that unfortunately there's no, if Andrew but, there's no report that's ever been done. So there's nothing on file is that you're saying? Yeah, we've never, okay. Never had these for our intake area done.

Joe Rochon (02:49:07):

We have the 1942, well I do paperwork. We have perfected water rights where Dave and everybody says that

Vanessa West (02:49:18):

That has nothing to do with needing a biological assessment because of the birds and passing fish and wildlife or to do with, there's nothing that says if we have nothing. Nope.

Joe Rochon (02:49:30):

Is this for the

Vanessa West (02:49:30):

I have the easements, I have all those and the archeologist makes no Indians live

Kim Anderson (02:49:36):

About the EC wag. So that would be the pipeline,

Vanessa West (02:49:39):

The intakes and nothing to do with our water rights. Nothing to do with water rights. It only has to do with the birds and to make sure that there's nothing in archeology is steep there. No Indian burials or barrier ground or something. Something. But

Joe Rochon (02:49:55):

What Dave was saying, he's never seen one before ours that we could dam up the creek and take everything as they screw the

Vanessa West ([02:50:01](#)):

Fish. But we would still, we could, but we have to go through fish to

Art Donnelly ([02:50:06](#)):

The

Vanessa West ([02:50:06](#)):

Issue irrelevant. So in order to get this emergency grant, there's no big hands or butts. We wouldn't have known this in advance. Nobody would know this until they started reviewing and then saw what checks is. So that is what needs to happen. It can be a timely process. I think that our might can get it shortened a little bit. We've got some connections. I can have one of our government people call up Fish and Wildlife and get a little bit of a rush and check in and see how they're doing. I know when we had, that's the only way they get that we can get the Fish and wildlife to move little quicker, but

Art Donnelly ([02:50:42](#)):

Well if we can give me some information about this so I can be articulate about it because I wasn't as aware of these

Vanessa West ([02:50:50](#)):

Issues. It should be Preston's going to do. There's nothing for us to do. Preston's going to do it. The only thing is, is that we could possibly rush the process of getting the fish and wildlife to write off on it.

Kim Anderson ([02:51:03](#)):

So the biological assessment, when they were having that conversation, what I heard them say is there's a possibility that they might be able to do it using some of the existing studies. They just have to pull

Vanessa West ([02:51:15](#)):

Those together. I was getting lots of emails with them going back and forth after the fact. And they were getting, couldn't find. They were brainstorming back and forth and No, no, no. And they were really, really trying and they were back to square one. So they're trying to find other ways. But no, they came back after several different brainstorming they came back to.

Kim Anderson ([02:51:36](#)):

Okay. And the cultural assessment, the archeological piece is because of the way the rules are written is that if you're within a certain distance of tribes of a recognized tribe, they get to weigh in and ask you to do that. So they did.

Vanessa West ([02:51:54](#)):

And there's no way to get around it. And so Preston's going to finish that environmental review with these two additions and

Art Donnelly ([02:52:01](#)):

He's also going to commission somebody to do an archeological study. Correct. Okay. So do we have any kind of timeframe that's been estimated for how long these two studies will take that then adds to,

Vanessa West ([02:52:15](#)):

I know that fish wildlife can take up to two and the casino could take up to a month or two, but I imagine they all know that we they can take up to a

Kim Anderson ([02:52:24](#)):

Month. I'm sorry, what's the casino? Do

Art Donnelly ([02:52:26](#)):

I think the

Vanessa West ([02:52:27](#)):

Tribes. Tribes. Oh, casino tribes saving. So the tribes have a certain amount of time. I think it's a month or 60 days. Same thing with fish and wildlife, but we anticipate them being quicker. And then it all depends. Preston just, we just found this out a couple days ago and so he's calling up the archeologists and the biological assessor, whatever that is. And I should have a better idea as when they can get there and how long it'll take them to get the report. So no, I don't know. But I would imagine

Art Donnelly ([02:52:58](#)):

So

Vanessa West ([02:52:59](#)):

Two months

Art Donnelly ([02:53:00](#)):

Then logically it would follow that we cannot do any work on the road until we have that archeological assessment.

Vanessa West ([02:53:08](#)):

We cannot, until we get these done. We're not a hundred percent certain that we're going to get this grant. But anything that we do do, we can do. We can pay for it and we can get reimbursed. So if we get this grant in two or three months, but we're really very highly certain, but there is not a hundred percent until we get all this done and we get the stamp that says it's approved. There is no full guarantee. But the way it's looking, we can be fairly confident that we're going to get this. But yes, I mean if we have an emergency, we can do the emergency and it can go backwards. So yes. And even when we do get this show

Art Donnelly ([02:53:45](#)):

At this point, can you still drive up to the intake with equipment? With equipment with equipment? There'd be, that one's hard. That cut curves out with the water came down. Yeah, they took an automobile car up there last week. Last week. Who was driving that? Not me. Ronnie. Not me. No. Ronnie. I'm going to shut his stuff is sitting over by the gate that he tore off going up and down there. I think Sam, I'm going to shut my mouth now. I took my Durango up there. Guess it's not an emergency

Vanessa West ([02:54:20](#)):

Then. So Well we just hit one storm and we're going to have an emergency. We get running down. We got to realize our emergency can't be replaced the whole entire pipe. If we have a pipe in, we can replace this little bit or replace the whole row. It can only be those sections. So we can't, oh, we had an

emergency. We had to do the whole thing because the way this grant goes, it's lots of fun. We have to get three bids for all the product. We got to go through this. We got to go through. I mean, so there's a lot of rules to spending this money too. We've got to come out bid and we have to get approval for every step. We can't just go out. And

Kim Anderson ([02:54:56](#)):

I specifically heard the state engineer say that he saw the underlying sense in replacing the entire line because of the fact

Vanessa West ([02:55:05](#)):

That it's in the ultimate because before we went on that meeting, they only wanted to approve half of our pipe and not the whole thing. Right, but Correct. But he did say if we have an emergency, we can replace a section of a pipe, but we can not replace the whole pipe on an emergency situation unless we can verify that that right now emergency caused. That is what they were telling me. We can't do all the work to get out of doing all the rules that we have to do.

Kim Anderson ([02:55:35](#)):

You can't utilize an emergency situation to avoid the requirements of the

Vanessa West ([02:55:39](#)):

Grant. Correct. So we have to be careful and call them and verify to make sure that we're not overdoing it to get out of all those 20 different steps we have to do. Correct

ShirleyMarie Raven ([02:55:51](#)):

The trees. So the trees are still standing

Vanessa West ([02:55:55](#)):

Mostly, I don't know how

ShirleyMarie Raven ([02:55:56](#)):

A miracle

Vanessa West ([02:55:57](#)):

Mostly, I don't know miracle leave it on a, we haven't crashed

ShirleyMarie Raven ([02:56:02](#)):

Down and destroyed things yet.

Vanessa West ([02:56:03](#)):

Well,

ShirleyMarie Raven ([02:56:05](#)):

Again, since a while back, yes. But I mean if that's such an imminent threat, wouldn't it be wise to go ahead and get those out? And if the grant goes through and it covers it, great. If the grant doesn't go through, then we're paying more for a loan. But we saved whatever damage that they would do when they come down, they're going to come down at some point.

Vanessa West (02:56:31):

They're going to come down. The problem is, is that this process might take too long and no lithiums or butts, doesn't matter how long this takes, we cannot cut down those trees between March something and September because that's their main season and their breeding season. So if we don't use, which means

Kim Anderson (02:56:52):

You need to cut 'em down

Vanessa West (02:56:53):

Now. So we technically should need to cut them down now because they're probably not going to make it until September. So that is, but we have to tell them it has to be an immediate threat. And they haven't quite a hundred percent said that that little piece that we need to do. I can say, Hey, there's a big storm coming. But yeah, I have to try to get approval.

ShirleyMarie Raven (02:57:16):

Would it be worth our while to try and get that approval? Because I mean, whenever it rains and the wind comes, I mean I am just so nervous.

Vanessa West (02:57:26):

Can't they're still standing? Just take pictures all around here. It's looked like the war zone. Believe they're still standing. Yes, Joe,

Joe Rochon (02:57:34):

If we have the same amount of damage done to that road up there that it did that one night in 12 hours, if not launched it and Culver got plugged up to Culver, then we'll be unaskable. Yeah, absolutely. We're very, very close to that. I mean, despite

Vanessa West (02:57:50):

The fact that, or just one storm away I used from the road and the trees. That's

Joe Rochon (02:57:56):

Not a sound maintenance. And I can trek it up and down along through the big storm too. But that's not great either. We usually have to put five trees down

Vanessa West (02:58:03):

Every storm. So I'll find out because now that there's nothing else for me and art to do for this grant. The engineer,

Art Donnelly (02:58:14):

Their reports,

Vanessa West (02:58:15):

Well the tag that are left are not for us to, but I will find out more about particulars for we can do in advance. What we can do in advance. I'll find out particulars of the advance part for Carrie. Yeah, I can't believe they're still scanning. So the

Jordan Walker ([02:58:32](#)):

Board doesn't need to take any action on

Vanessa West ([02:58:33](#)):

These. There's the one that we're going to need to take action on and that's,

Art Donnelly ([02:58:42](#)):

We need to authorize that loan we need to take action on.

Vanessa West ([02:58:46](#)):

So we have a problem. The 800,000 doesn't want to cover the master plan unless we spend six months reauthorizing and doing this than that. That would put the master plan on hold, which would then it takes six months with a master plan. That would mean we would not get a right one government grant of any substance this year until we get the master plan done. That means no grants this year. There's grants coming up in October or November, December. There's grants that are due now that we can't apply for because we don't have the engineering studies. So we want that. There's ones due in May. There's ones due in September. We can't apply for none of the big government grants. They want engineering studies. So what do you need to do to make that happen? So in order to do that, we can't wait the four to six months to be able to use. What we need to do is authorize to use the 1.104 that we have the skid, which means every time we use that, we're borrowing money because we're going to have to get a bigger loan. I want to use that so that we can get the master plan started now. Then we'll have the master plan done by mid summer. Then we already, I thought we already approved. We approved to take it out of the 800. We did not approve to take it out of ultimately alone.

Art Donnelly ([02:59:57](#)):

Well, we can if we vote

Vanessa West ([02:59:58](#)):

On it, but it'll take four to six months. Not

Art Donnelly ([03:00:00](#)):

On our agenda.

Vanessa West ([03:00:01](#)):

Oh, four to six months. Got you. Gotcha. Okay. So we need to get approval to be able to get that master plan going. So if we take it out of the other one, we can get it going now. Yes. Okay. So somebody needs to make, so we need to take it out of the loan. The grant that we have, and I already checked the business Oregon. She says it sounds like a great idea. Talk to Kevan. Talked to. We've talked to a variety of people. And this is, Michelle even said this was what she was thinking the whole entire time because she knows that this grant's so much easier. She was just kind of waiting for us. She thought we would get to this thing. So go ahead. Thank you. So I make a motion that we reallocate our, or redistribute, however you would word that we get our funding and take that from our grant money now and use it towards our master plan. Am I not writing that correctly? Not at all. Which grant? What grant affects

Caty Giovinco ([03:00:59](#)):

The arpa,

Vanessa West (03:01:00):

Our ARPA grant. And use that to have our master plan done now rather than the original plan to take it from our other grant. And then that Okay.

Caty Giovinco (03:01:12):

Yeah. I,

Vanessa West (03:01:14):

Okay. Who wants a second? Second. All in favor? And is there a way that you guys can give us maybe art? I'd also like to Art and I the permission to be able to

(03:01:31):

Meet a sign. But ART for the Master plan to get that going please. Which I already did before with the other money. I was given permission that if we got those. But it would be nice if we can, we want to get that going like a SAP P, but we want to also make sure that we think is going to be in there. Yeah, it's going to be in there. If somebody's signing a contract, you need to authorize 'em to sign of. I make a motion that we authorize Art and Vanessa to sign the contracts and do whatever we need to do. Well, if you need to sign, but me and Art to work on it. And then I sign once we're to move the process along to get this done. So it'd really just be for me to sign for the master plan once it's

Jordan Walker (03:02:06):

To approve.

Vanessa West (03:02:08):

To approve for them to sign for the master plan to get done.

Jordan Walker (03:02:11):

Let's second. I'll second it. All in favor?

Vanessa West (03:02:17):

All in favor. And then another grant thing. I spoke with Boomer a couple of days ago on the phone. State rep Boomer, he really, really, Mapleton area has got a real soft spot for him. He was actually my superintendent at Mapleton School and he was there for many years. He said that they don't, they've got a little bit of funds coming next month. A little bit of money the state has, they might be able to get a sliver on. It's not going to be big bucks, but it'll be some money. But million. But, so he is going to send me the paperwork, but he just told me they don't have it yet. He just told me yesterday that they don't have it yet. They'll send it to me so I'm going to keep on 'em and make sure I get it to forward to art.

(03:03:01):

And then he said though that 2025 is in January or February with us getting the master plan done. That will be perfect for us to use to ask when they're expecting to have some big money for infrastructure in the beginning of 2025 to ask for. So the master plan is definitely going to be a very big factor to help us and he anticipates there's a good chance that he'll be able to help us get some good money in 2025, but there's very limited funds in this short session is what he called it and I don't know much about it all, but call this a short session and said limited funds, but we ought to be able to get our hands on some of it.

Jordan Walker (03:03:40):

Okay. Is that everything for the grant committee? I think that's you

Vanessa West (03:03:53):

Emergency committee. Nothing to report. We just had a What do you mean? Nothing to report, but is there anything that needs to be reported on? I mean, come on.

Jordan Walker (03:04:07):

I think probably I would submit that we handled this one better than previous emergencies in terms of communication. Yeah,

Vanessa West (03:04:22):

I think it just learning how things go and I was talking to Ken, I was amazed at the response from Wayne County Emergency Management, especially since he's an interim emergency manager because the one that we had worked with in the past had moved on to the state and he's so receptive and was just on it and following up with me and had water to us. It was amazing. It was great for me. It was more difficult for me. It was a lot like delegating tasks when I could have done it in five minutes and then it gets done in four or five hours. Well we have to weave through that and get it delegated to the right place so that those channels are set up so they flow naturally. So I was holding off on getting things done, so it was very,

(03:05:19):

Because in the past everything has funneled straight to you and so everything came straight to you and so you were having to, so instead of me having playing telephone or so it was very, it's harder for you because you have to then stop and delegate it and make it route when it's just as quick to do it myself as it is. But if you take the time and route it in the right direction, those paths are laid down so then the next time it happens, those paths are laid down and they go to the right place in the first place and then so yes, I don't know. I thought that it could have went well then stop and delegate it in the right channel.

Jordan Walker (03:05:57):

I think

Vanessa West (03:05:59):

It was a lot harder to delegate it, delegate, get done, then that means the next emergency you're going to be upset because all this shit's going to fall on you again because you didn't write up to work. It's a lot easier on some things. Yes, Kim.

Kim Anderson (03:06:15):

Okay, so having gone through all this,

Vanessa West (03:06:18):

You

Kim Anderson (03:06:19):

Need to sit down and do an after action report. You need to figure out where the roadblocks were and you need to put the process down on paper so that it's already set out before the next emergency and that everybody knows what the role is and what they're supposed to do, where things are supposed to go and it's a reference material that anybody can access. You can all see it and you all know you're on the same page. That's the whole purpose of an action after action report

Vanessa West (03:06:46):

And the after action needs have a timeframe when things need to get done. That was another thing. Everything that I would text and I would think on both sides.

Kim Anderson ([03:06:56](#)):

Well do that in the after action report. We don't have to talk about it here, just we need to do an after action report. Separate function. Separate kind of activity to

Vanessa West ([03:07:04](#)):

Do. Yeah, I thought it could have went, yeah, we'd actually need to have something. I think it was a lot more difficult than,

Kim Anderson ([03:07:14](#)):

Okay, so you need to set up a time, sit down, talk about it, get it on paper, write it down and then you'll have it. But we don't need to do that board meeting because that's between the functionaries.

Vanessa West ([03:07:25](#)):

Okay. And then have he started working with Jack for our emergency? I him off. I put him off. I'm going to get back to him now. I put him off because he contacted, right. I got his email. It wasn't coming through because remember my email was all screwed up. So I sat at the office with him and got that fixed and got his email and was like, I'm really sorry but I have to put you off right now. Right in the middle of a major emergency. I'll get back to you on this and then I'll give you more information for you. Okay.

Kim Anderson ([03:07:53](#)):

Because that was one of my tasks was supposed to be asking you about that. Yeah, yeah.

Vanessa West ([03:07:55](#)):

Good. I've got him on my list finance committee. Sharon's not here. Do you have anything on the finance section that you can add?

Jordan Walker ([03:08:09](#)):

I don't think so. Oh, just I'll note that we're starting to draw from the 1.14 million grant. That's, so we're nearly out of the 1.4.

Vanessa West ([03:08:26](#)):

Okay. Operations committee. Really, we're going eight steps forward, six steps backwards, and then two steps forwards and four step backwards. I mean every day is just something new. I'm trying to, Joe's been communicating a lot better. He's been using his phone. It's been a lot easier to get in touch with. It's so nice for me to just call him or text him and not have to do the loop. So that's been amazing. So that's a big plus. But operations, I don't know. The ski hasn't been as nice as it could be at times.

Jordan Walker ([03:09:08](#)):

I was just going to say we kind of covered everything.

Vanessa West ([03:09:11](#)):

Yeah,

Jordan Walker ([03:09:12](#)):

The previous

Vanessa West ([03:09:13](#)):

Stuff. So that's pretty much

Jordan Walker ([03:09:15](#)):

We try

Vanessa West ([03:09:17](#)):

About it. Administration committee, do we? That would be Nancy and she's not here, so I think

Jordan Walker ([03:09:30](#)):

It would be in terms of, because I haven't had a supervisor for a few months, it should, I'm thinking that I should until we have another secretary who should I be directing things to

Vanessa West ([03:09:49](#)):

Vanessa me, because then a lot of part of it I would be asking Joe. I think so that would be, that's really, and that's why having the supposed to be supposed be basically the supervisor over the employees, so not, okay, nevermind.

Jordan Walker ([03:10:04](#)):

The secretary is supposed to be the administrative supervisor,

Vanessa West ([03:10:09](#)):

But

Jordan Walker ([03:10:09](#)):

It makes more sense to have

Vanessa West ([03:10:12](#)):

Temporarily.

Jordan Walker ([03:10:14](#)):

Okay. That's really the only thing that I wanted clarification.

Vanessa West ([03:10:18](#)):

Okay. We did that approved the added five. I can't read my own proof half.

Jordan Walker ([03:10:34](#)):

Well I think

Vanessa West ([03:10:36](#)):

Oh, adding five hours for Jordan to do that work. We asked, that's already, we already did that. Did we do that? Yes. Okay. Then I couldn't read my own handwriting, but that was written all on as note. Okay, so is there, what

Jordan Walker ([03:10:48](#)):

You might be reading is the employee handbook as we move,

Vanessa West ([03:10:52](#)):

Kim. Oh, then you were going to do that with Kim, so looks like

Kim Anderson ([03:10:57](#)):

Okay.

Vanessa West ([03:10:57](#)):

Would be we're onto Kim. Correct.

Kim Anderson ([03:11:00](#)):

Okay, so this is a super rough draft. I'm going to say that, and you guys heard this earlier, but I'll give the pitch again. I left it large intentionally. This is based on the HR answers SDAO template for personnel policy manual. Many places dial this down to just like 15 pages and I intentionally left it large and all encompassing because one, you only need personnel policies when you need 'em and by leaving this large, you have answers to the vast majority of the personnel questions you're going to run into or could potentially run into. And I say you meaning the board because there's an assumption that you all aren't going to be here forever. And this is a legacy document that other people are going to look to by having these things here, the roles and responsibilities and the reactions and the processes, they're all defined.

([03:11:59](#)):

So I left it large on purpose. Second reason I left at large is this is approved. This template has been revised, reviewed, edited, gone over with fine tooth comb by SDIS legal. So the more you can comply with what SDIS is looking for, the closer you are to where they want you to be. That being said, it is a very rough, I have a lot of questions over here that aren't on your copy that I need answered before I can move to the next level of draft on this. So this is just kind of gives you a base where we're starting from, but I have some questions and we will try and plow through these as quick as possible. Some of them are going to be really easy. Yes, no, and I will try and direct you to certain my page numbers aren't going to match you. Mine has all the comments. So about this handbook, which would be on your page

Vanessa West ([03:13:03](#)):

Three.

Kim Anderson ([03:13:03](#)):

Three. I took out anything referencing additional benefits. There was talk about offering some, but we did not go through that. Okay.

Vanessa West ([03:13:16](#)):

Not at the moment, but we hope to one

Kim Anderson ([03:13:18](#)):

Day. So yeah, no. All right. Then next question would be on,

ShirleyMarie Raven ([03:13:31](#)):

Alright, goodnight guys. Oh, somehow we can turn the heat down. You want me to do

Vanessa West ([03:13:38](#)):

It one? I can do it. I know how to. I've got the same unit. Thank you.

Kim Anderson ([03:13:44](#)):

Let's see if I can find you a page. Page. It would be you're page eight and what I'm looking for on reporting incidents of harassment, there is a timeframe specified for doing investigations of two weeks.

Vanessa West ([03:14:05](#)):

That's not long enough.

Kim Anderson ([03:14:06](#)):

That was my question. We

Vanessa West ([03:14:07](#)):

Don't even have a boarding but once a month.

Kim Anderson ([03:14:10](#)):

Well, the investigation is the period, not the board meeting. How long is it going to take? Because you'll report, if you have a harassment investigation, you're going to report to that person individually, not as a board. So the harassment investigation, you're going to identify who does it. They have authority to do it and then you need to let the person who filed the complaint know that you've done your investigation within a certain period of time. The question is, is two weeks long enough for you to conduct an investigation of a harassment complaint?

Jordan Walker ([03:14:42](#)):

That would be pretty much entirely up to the manager. I mean, what do you think?

Vanessa West ([03:14:50](#)):

I think special districts wants us to review everything with them and that's additional two week can be up to two months. So I would say up to one month. I mean I think they be act upon promptly, but I mean come on. My insurance company still, I mean I don't see how you can complete an investigation in that amount of time started. I think

Kim Anderson ([03:15:08](#)):

It needs started one month. We'll move. It

Vanessa West ([03:15:11](#)):

Needs started within like 24 hours I think.

Kim Anderson ([03:15:15](#)):

And then it says check in with you quarterly following the receipt of information. Ensure that the matter has been resolved and continues to meet organizational standards. I don't know that you guys are really equipped to meet with an employee every quarter to make sure that you're following through on whatever you said you were going to change after the investigation. I thought six months.

Vanessa West ([03:15:35](#)):

Yeah, six months would be

Art Donnelly ([03:15:36](#)):

Good. Seems more reasonable. Okay.

Vanessa West ([03:15:38](#)):

Is there a time in here that says how long we have to go and talk to the person? If I'm sexually harassing Jordan, somebody should go and

Kim Anderson ([03:15:49](#)):

Go

Vanessa West ([03:15:49](#)):

And talk to

Kim Anderson ([03:15:50](#)):

Whoever. Okay. Sexual harassment has its own section. This is just general harassment.

Vanessa West ([03:15:54](#)):

Okay. General

Kim Anderson ([03:15:55](#)):

Harass being a jerk.

Vanessa West ([03:15:57](#)):

Okay, so it's not that big of a, not like someone sock someone or major. This is minor harassment.

Kim Anderson ([03:16:04](#)):

Well assault. Assault is a whole different category, but this is just like if you've got the person who's continuing calling somebody a dumb ass every time they see them, that kind of thing. So one month and a six month checkup.

Vanessa West ([03:16:20](#)):

Okay, I like that. Okay,

Kim Anderson ([03:16:21](#)):

Fine. On

([03:16:38](#)):

Page

(03:16:44):

It would be your page nine and it says additional employee support services. I left it in because on the template it says that this is required. I am going to check with HR answers to find out if it's required for somebody your size, because I'm not sure how you would provide legal services.

Julie Doran-Lee (03:17:03):

That's for an employee. Oh shit. I know what you're called. Language please. I'm sorry. An employee. Oh darn it. It's an actual outside organization that somebody pays money into monthly money for their employees. No, it's an employee support assistance. I don't think you need to put in here that we

Kim Anderson (03:17:32):

Offer additional employee support services. What I'm saying is that and their template, it says it's required. I left it here, but I'm going to follow up and

Julie Doran-Lee (03:17:42):

Check. I don't think we qualify for anything reading it. Yeah, we don't even have general counsel for the district. I think you've got one. Yeah. So you're going to check in on that.

Kim Anderson (03:17:52):

I'm going to check in on that one. When you read that, if you read it and are concerned about it, that is on my list of, it says I have to have it, but I don't know why

Vanessa West (03:18:01):

It's on the top. I can't remember what it's called because we were super It allowed. Yes. We did a huge training on it with the fire department for MCR because we had also made available to the relative firefighters.

Kim Anderson (03:18:16):

Okay, so getting into employee orientation,

Vanessa West (03:18:22):

Employee assistance programs.

Kim Anderson (03:18:24):

Yeah, that's what they titled it in that section.

Vanessa West (03:18:27):

Okay. It's where are you?

Kim Anderson (03:18:32):

Okay, so I would be on your page 11.

(03:18:44):

I added the section, second paragraph, last sentence. That's a section that I added. And I think larger organizations will allow spouses or family members to work within the organization. As long as somebody is not supervising the other, I think you're small enough that you just should know, right?

Yeah. Okay, so I added that. Then on your page 11, I've got some more questions. I got a page three on. Oh sorry, your page 12. Okay. My page. So the first paragraph, new employee organization orientation. My question is, is two weeks the right timeframe? No, we need a month.

Vanessa West ([03:19:44](#)):

A lot can happen in that first two weeks. Wait, this orient

Kim Anderson ([03:19:50](#)):

Orientation is the train

Vanessa West ([03:19:52](#)):

Orientation.

Kim Anderson ([03:19:53](#)):

No, here's what we expect of you. Here's the job description, here's how you're going to be evaluated. Here's our personnel policy manual sign off on it. Here we're issuing you keys. Sign that you've received the keys. So that's the onboarding, the orientation piece. So two weeks seems like it might be a tall order because you have limitations on staffing. I think a month is too long. You want these people to be,

Vanessa West ([03:20:19](#)):

I don't think two weeks is, I mean that sounds like the first day of work. Really.

Kim Anderson ([03:20:23](#)):

Exactly. So you're good with that. Yeah,

Vanessa West ([03:20:25](#)):

You're going to do that the first day of

Kim Anderson ([03:20:26](#)):

Work. Alright. Okay, good. Okay. Because the other thing to remember is if it's in here, you're obligated to do it,

Art Donnelly ([03:20:35](#)):

But I think we can all see what the problem would be if we waited a month before we actually came orientation with employee. Because then previous to that orientation, anything they did that was a major screw

Kim Anderson ([03:20:46](#)):

Up. Correct.

Art Donnelly ([03:20:47](#)):

Would essentially be on

Kim Anderson ([03:20:48](#)):

Us. Yeah. Again, but the reason why I had to ask is because once you say yes, you obligated, I

Vanessa West ([03:20:55](#)):

Think that employee orientation, signing your paperwork, doing all of that stuff, then I would be the first day of work.

Kim Anderson ([03:21:01](#)):

Okay, cool.

Vanessa West ([03:21:02](#)):

All your onboarding.

Kim Anderson ([03:21:03](#)):

Yeah. Next section is introductory period. They've got 90 days. Good with 90.

Art Donnelly ([03:21:10](#)):

Yeah, I'm good

Kim Anderson ([03:21:10](#)):

With 90. Okay. A check. Then in that same section evaluation,

Vanessa West ([03:21:27](#)):

We need a better evaluation. I mean it needs to be more direct.

Kim Anderson ([03:21:31](#)):

Do

Vanessa West ([03:21:31](#)):

You show up on time? Are you ready for work? Are you,

Kim Anderson ([03:21:36](#)):

My comment here was that it says you're doing an evaluation. We need to create a process where that's done in writing and it's not subjective that it's very objective. So I made a note there because that is something additional you're going to need to do because of this. We trying to

Vanessa West ([03:21:54](#)):

Do it. It was just so vague. They stopped there that night. And I mean just because it is labeled, those categories have fancy titles. It's still a basic, are you showing up for work on time? Are you presentable? Are

Kim Anderson ([03:22:07](#)):

You, well, all I'm saying is that if you put this in here that you're doing it, you need to make sure you have a process to do it. That's established and formalized.

Vanessa West ([03:22:14](#)):

We spent on that evaluation stuff. I hope it's still, I hope we've got it to me. Everyone would have to find cards.

Kim Anderson ([03:22:22](#)):

Jordan says, you got it. You're all good.

Vanessa West ([03:22:23](#)):

We got the start of what we started.

Kim Anderson ([03:22:27](#)):

Still

Vanessa West ([03:22:27](#)):

Need a lot of work.

Kim Anderson ([03:22:31](#)):

There is a section, the following section. It says that I, after the introductory period, if you think you're okay, but you might need a little help, we can extend the introductory period by 30 days. Do you want to have that latitude or do you want to be a fish cut bait 90 days If you don't meet standards, you're out.

Vanessa West ([03:22:57](#)):

We can fire up any time for no reason. No,

Kim Anderson ([03:22:59](#)):

What this does is it allows you to leave them as introductory for an additional 30 days. So that gives you more latitude because it's kind of cut and dried. If at the end of the 90 days you're not meeting the standards, you have no obligation to continue appointment

Vanessa West ([03:23:17](#)):

And it sent for 60 weeks

Kim Anderson ([03:23:20](#)):

Up to you. But we

Vanessa West ([03:23:21](#)):

Can't make this

Kim Anderson ([03:23:22](#)):

Handle. You can't do it forever. We

Vanessa West ([03:23:23](#)):

Can't make all of this in place retro actively, right? No, but we can fire anybody for no reason at all.

Kim Anderson ([03:23:34](#)):

Yes,

Vanessa West ([03:23:34](#)):

But special districts wants to do for professionally,

Art Donnelly ([03:23:37](#)):

We just found out for the specialty districts that although that's Oregon state law, that is not actually SDIS policy. And so we actually have to meet SDI S'S expectations before we worry about whether or not it meets the bare minimum requirements they lodge.

Kim Anderson ([03:23:59](#)):

Are you covering your bottom enough

Vanessa West ([03:24:02](#)):

For special districts? Because we're already on the chopping block, but legally we can't. Well,

Kim Anderson ([03:24:07](#)):

Whether you're on the chopping block or not, it has to do with risk and money. Correct. They

Vanessa West ([03:24:13](#)):

Want, but legally we can fire for no reason. But

Art Donnelly ([03:24:17](#)):

It's an at will state.

Kim Anderson ([03:24:18](#)):

It's an at will state. Yes, you can do that.

Jordan Walker ([03:24:22](#)):

The issue is does SDIS want to cover a potential lawsuit? Yes.

Vanessa West ([03:24:28](#)):

Correct. So they want us to a lot less risky. So yes. So we do need something like

Kim Anderson ([03:24:33](#)):

This. So the question that we're looking at right now is that if somebody is kind of iffy at 90 days, do you want to say no, we don't want to with an iffy person, we're terminating you. We're not going to continue your employment

Vanessa West ([03:24:47](#)):

Past. I just don't want it to have to put up with them for another whole another month, but it could be up to a month later. Do we have to continue them iffy for another 30 days? No. Okay. So that gives us that extra time if we want it. But if we don't want it, we can say it's up.

Kim Anderson ([03:25:03](#)):

Yeah. And this gives you the if you want to.

Vanessa West ([03:25:06](#)):

Yes. It gives us options. It doesn't make us lock us in. Correct. And some workers, you might get a lot out of 'em if you just notify them what they need. So I think that we should have the option.

Kim Anderson ([03:25:17](#)):

Well, if or

Vanessa West ([03:25:18](#)):

Not Well, that's what she's giving us the option. Yeah. This

Kim Anderson ([03:25:21](#)):

Gives you

Vanessa West ([03:25:21](#)):

The option. Give us the

Kim Anderson ([03:25:22](#)):

Option. Okay. And do you want to give a 30 day option? Do you want to give a 60 60 day option?

Vanessa West ([03:25:27](#)):

60 day option? Well, let's do 30 and 30. Can we do 30 and 30?

Kim Anderson ([03:25:35](#)):

No, we stick

Vanessa West ([03:25:35](#)):

With our initial. If we give it 60 and then we get 25 days in, we're like, this is just not changing. We'll know. We'll know 30 days is

Kim Anderson ([03:25:45](#)):

You've already done 90 and you're giving an extra 30. So you're already at 120. Yeah,

Vanessa West ([03:25:50](#)):

30 is 20. True. You'll know the next week or two 30 when in the effort to do, you're going to know quick

Kim Anderson ([03:25:56](#)):

30 it is check. Okay, good.

Vanessa West ([03:26:02](#)):

Or if Peter just don't

Julie Doran-Lee ([03:26:03](#)):

Even want to, yeah, 30 days. Judge,

Kim Anderson ([03:26:09](#)):

There's one question in here about rehiring employees, reemployment, reemployment. And the question that I have is that I want to make sure that you guys, in my experience, people often get fired because of personality conflicts between the employee and the management staff. And if the management staff or the board changes, those conflicts are gone. So if you prohibit rehire, then you might preclude somebody who actually worked for you.

Art Donnelly ([03:27:04](#)):

Dustin

([03:27:05](#)):

Is a great example. Just exactly this.

Vanessa West ([03:27:09](#)):

I'm all about

Art Donnelly ([03:27:09](#)):

Personality conflict, a former

([03:27:11](#)):

Board member,

Vanessa West ([03:27:13](#)):

But I'm not going to give them back to where they were at then. No, you're starting from scratch just like anybody else. So I don't like this. If you're placed in the paper, if it's, you know,

Kim Anderson ([03:27:25](#)):

Okay,

Vanessa West ([03:27:26](#)):

They're not going to be restored in full.

Kim Anderson ([03:27:29](#)):

No, no,

Julie Doran-Lee ([03:27:30](#)):

But there's no prohibition. The only thing saying that that will be restored full is if they return within 12 calendar, which is like, yeah, within one year back their sick leave balance will restore. Well, one of these days we're going to hit Is that a legal thing?

Kim Anderson ([03:27:46](#)):

Yes. Pause. I'm not sure because Oregon paid sick leave is a program that I'm not a hundred percent familiar. It's on my list of things to ask about because that's new. It just started in 2023.

Vanessa West ([03:27:58](#)):

So if it's not required by law, then we don't want to go. It's required by law. Well, I think we do have it, but they have their own rules like Joe has. We have this new thing and our workers do have it. Right, but

you're not going to start like you were. If you quit and come back eight months later, you're not going to start back

Kim Anderson ([03:28:15](#)):

In. Okay. Are you talking about sick leave or are you're talking about seniority?

Vanessa West ([03:28:19](#)):

Just free employment.

Kim Anderson ([03:28:20](#)):

Okay. They've got two different sections on here. We're right here. So let's stay with the sick

Vanessa West ([03:28:24](#)):

Leave. We're right here. This paragraph

Kim Anderson ([03:28:26](#)):

Right here. Let's stay with the sick leave bit first. And really what I'm going to say at that point is since you don't offer sick leave, I'm going to find out what the state says about the requirements. Underpaid sick leave Oregon and put that in here. Okay. And then the credit for prior seniority is what you're talking about. And I think that there's something to be said for that. If it's a very quick turnaround is like if they've only been gone six months, eight months, nine months, and you like them enough to hire them back again, then it doesn't,

Vanessa West ([03:29:10](#)):

I don't see why there's anything up for debate in this paragraph here. It says right here, rehires shall be considered new employees except where federal or state law requires otherwise,

Kim Anderson ([03:29:22](#)):

Except you always have the option to be more permissive, not less permissive. Right? So if you wanted somebody like us to

Vanessa West ([03:29:31](#)):

Give seniority or whatever back, that's our choice, but we don't have to.

Kim Anderson ([03:29:37](#)):

But this says shall so you are precluded from doing that by the word shall.

Vanessa West ([03:29:44](#)):

What do you mean?

Kim Anderson ([03:29:45](#)):

It says shall be considered new employees, which means you can't give them back. So seniority you

Vanessa West ([03:29:51](#)):

Are consider So they may be considered, do we need to change that word to may? I think it's up to us. Let's say Joe quits and comes back in two months. It's individually what we're going to give him. He's not going to have seniority, but we still may have to be the plant operator. The

Kim Anderson ([03:30:08](#)):

Problem is that this one, the problem here is this terminology says shall be considered new.

Vanessa West ([03:30:12](#)):

So that Can we change the word shall to me? Yes. Okay, let's do that. Okay. Does that then give us the option either way?

Art Donnelly ([03:30:21](#)):

I mean, as long as we're not locked into a hypothetical, hypothetical situation, and this is silly to run a hypothetical on Joe, Joe sitting. Yeah. So we fired Joe, Joe quits, whatever, and then six months later Joe says, I want to come back. We do not want to be obligated to bring Joe back as the lead operator if

Vanessa West ([03:30:44](#)):

We're

Art Donnelly ([03:30:45](#)):

Not in this hypothetical situation. We either A, hired him or B, have already hired the operator.

Vanessa West ([03:30:54](#)):

Right? So this is not,

Art Donnelly ([03:30:56](#)):

So we again, just like with the reemployment clause above, we just don't want to be locked into a situation where we have said we're not Well, you can't rehire somebody what don't make any sense at all in a community this

Vanessa West ([03:31:11](#)):

Size. Right. The only, we

Art Donnelly ([03:31:12](#)):

Also don't want to be locked into a, you have to rehire.

Vanessa West ([03:31:16](#)):

Right? And that's why May is permissive, the word worded. It covers this on all of that because in the paragraph above it says that we are not obligated to rehire anybody. And then this is saying that they will be considered new employees except where a federal law requires otherwise, then we don't have a choice. And so all we're doing is changing the word from shall to may, which gives us the option that if we wanted to, we can hire the employee back and be like, we're going to put you right back at your same title where you work. That just gives us the option to do that.

Art Donnelly ([03:31:53](#)):

You can also promote 24 hours later. So you don't even have to change it. No.

Vanessa West ([03:31:58](#)):

Yeah. So

Kim Anderson ([03:32:02](#)):

May benefits

Vanessa West ([03:32:04](#)):

May

Art Donnelly ([03:32:07](#)):

Still gives us

Kim Anderson ([03:32:07](#)):

Protection. Right. Employment record keeping on.

Vanessa West ([03:32:17](#)):

Go ahead. Page 14. How about page 13? What part-time does not mean at least it needs to be, it doesn't need to be at least 20 hours. I mean, regular part-time I think could be, it doesn't have to be at least 20 hours. It is up to 20. So I think that that needs to be, I don't want to be obligated to give someone 20 hours a week. Any part-time should be like 10. We can give you more

Kim Anderson ([03:32:52](#)):

Up to 20, but less than 30 hours per week

Vanessa West ([03:32:57](#)):

Up to 20. But yeah, that would be what I would anyone under 30 hours week? Anyone under

Art Donnelly ([03:33:03](#)):

30? Not, yeah, not up to 20.

Vanessa West ([03:33:05](#)):

Okay. Yeah. And not at least 20. No, I don't want to

Kim Anderson ([03:33:11](#)):

Actually, I think the state was saying 30 could be considered. So we might need to 29 hours.

Art Donnelly ([03:33:17](#)):

So that's it.

Vanessa West ([03:33:19](#)):

Well, yeah, which is less than, less than 30 hours. Less than less.

Kim Anderson ([03:33:22](#)):

Yeah. So just get rid of the whole 20 part.

Vanessa West ([03:33:23](#)):

Yeah, less. We can hire part-time for anything less than 29 hours.

Kim Anderson ([03:33:28](#)):

Okay.

Vanessa West ([03:33:29](#)):

Less than 30 hours. Less than 30. Less than 30 hours is 29 hours. Okay. Yes. Okay. Now we can go to page 14 like you.

Kim Anderson ([03:33:37](#)):

Okay. Employment recordkeeping. This was a question I just had for you guys. There's a requirement here that you maintain a personal record for each employee. The access is limited, restricted, authorized people only, and that these are kept and maintained. Are you doing it?

Vanessa West ([03:33:53](#)):

We're not doing that, but we will be doing that. Okay.

Jordan Walker ([03:33:57](#)):

Yes, we do have employee, well, employee files for those hired after a hiring case. Okay.

Kim Anderson ([03:34:05](#)):

Because that's

Vanessa West ([03:34:07](#)):

Not all these answers are on there. So we do need to create a document that has these questions for them to fill out and check in with them about every six months during year, every six months they're updated needs to be done. We can do that.

Kim Anderson ([03:34:24](#)):

Okay. Because again, once you adopt this, you're

Vanessa West ([03:34:27](#)):

Obligated to, well, this would be easy, easy. And we need do that. We need to hand them this to them and have them fill out that sheet when they just acknowledge that what our acknowledge is.

Kim Anderson ([03:34:36](#)):

It's more than that. I mean you're going to have what WW nines that you do annually. You should be part of the employee.

Vanessa West ([03:34:43](#)):

Yeah, they're dependents. We're going to be contacts. Yep.

Kim Anderson ([03:34:48](#)):

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Okay. So I had this section there where I didn't have any questions. Confidentiality clause on page 19 on first paragraph, last sentence. Must sign any form stating such.

Vanessa West ([03:35:14](#)):

Okay, hold on. I don't know what, on page 19, what pertain,

Kim Anderson ([03:35:26](#)):

So page 19, first paragraph right

Caty Giovinco ([03:35:28](#)):

Here

Kim Anderson ([03:35:29](#)):

Is basically saying is that you're going to require new employees to sign a confidentiality agreement that says they're not going to blab about customer information. Correct.

Vanessa West ([03:35:37](#)):

Which

Kim Anderson ([03:35:38](#)):

Means it's a form you have to develop. Yep. Okay. So the list, I want to make sure you were fine with that, that you were fine with developing another form and maintaining that form. Correct. Okay. Yes. Good. We're good to go. Alright.

Vanessa West ([03:35:54](#)):

That's very important. And as board members should actually sign that too. I think so too. Some of these forms probably all in case have an urgency. I mean it wouldn't hurt for board members. Not that it needs to be on here, but just No, but I think that form needs to be signed by all of us across in reality. So I'm not going around laughing about, but separate

Kim Anderson ([03:36:15](#)):

Just another section on employee records. Again, it says pre-employment inquiries, reference check records are kept with employee files in a locked secure

Vanessa West ([03:36:27](#)):

Location. Where is that

Kim Anderson ([03:36:27](#)):

At? That would be employee records on page 19.

Julie Doran-Lee ([03:36:33](#)):

Which

Kim Anderson ([03:36:35](#)):

Paragraph? First paragraph, last sentence under that. So again, it's just a question. Are we doing that and object

Vanessa West (03:36:43):

Including reference check records and contain in lock? Are they Jordan?

Jordan Walker (03:36:51):

We employee records are, well, current employee records are blocked.

Vanessa West (03:36:56):

Okay,

Kim Anderson (03:36:56):

Good.

Vanessa West (03:36:57):

Historic. And that will be our policy somewhere or somewhere, but yeah.

Kim Anderson (03:37:03):

Okay. So yeah, I'm

Vanessa West (03:37:05):

Trying to, well this is going to affect her draft. This is, he's not going to be able to go through the whole entire office and see if there's some old employee. Well, that's what I'm saying. It doesn't matter because this isn't effective retroactively. This is effective now. So what are we doing right now going forward?

Kim Anderson (03:37:24):

Okay, whistleblower protections on page 22

Vanessa West (03:37:38):

At 22. We better,

Kim Anderson (03:37:46):

There's a designation here for where an employee inquires about whistleblower protections. I didn't know who you wanted in that role. I was assuming the administration committee chair,

Vanessa West (03:38:00):

We need a plan A and a plan B because what if we don't have a plan A? Well,

Kim Anderson (03:38:04):

You got to have a plan A and that's the person. And whenever that person's not around, they would have a designated replacement. Whoever. Basically what this says is if you have a question about whistleblower protection, you're going to ask this person and that person's sneak need to have the answer or find the answer. So who is that person going to be? Because then they're going to know who's whistleblower.

Jordan Walker (03:38:26):

It makes sense that it would be the admin

(03:38:28):

Chair.

Vanessa West (03:38:31):

And is that you?

Kim Anderson (03:38:32):

No, no,

Vanessa West (03:38:33):

That's

Jordan Walker (03:38:34):

The

Vanessa West (03:38:34):

Secretary me right now. So what do I have to do now? It just makes

Jordan Walker (03:38:43):

Sense that it wouldn't be an

Vanessa West (03:38:44):

Employee or new board member. You and art are split in the secretary roles or the secretary. Okay, good. You're you guys split Nancy's workload while she, Kim,

Art Donnelly (03:38:58):

We keep us on track here. So again, the sentence is that you were asking the question about is any whistleblower who believes retaliation has occurred must contact a board member. You want that to be a little bit more specific?

Kim Anderson (03:39:11):

No, actually it's the last sentence where it says, any employee wishing for more information can obtain further details from. And it says the board secretary.

Vanessa West (03:39:19):

Oh, jumping back up

Kim Anderson (03:39:19):

To the Yes. So it's basically if you want to know more about wizard blower protection. So first paragraph, less sentence

Vanessa West (03:39:26):

Board secretary is perfect.

Art Donnelly ([03:39:28](#)):

Yeah, I think it should remain the board's secretary. And again, of course if the board secretary is the person whom that employee is uncomfortable with, then we do need to provide that employee for this policy with a backup.

Kim Anderson ([03:39:44](#)):

And then the secretary. And then the secondary comment related to that was whoever we identify in this role, we need to make sure that they are authorized under SDAO to access pre-loss legal. Okay. And that's just a membership roster thing. Does

Vanessa West ([03:39:59](#)):

There have to be a specific person designated? Because I looked that up at the email and that's who I contacted. How I got ahold of Spencers. SO. I'm sorry, legal.

Kim Anderson ([03:40:13](#)):

I misunderstood what you were saying. So this does someone

Vanessa West ([03:40:15](#)):

Have to be designated, they will only talk to the designated person on the board because he talked to me. Ultimately

Kim Anderson ([03:40:23](#)):

When there's a potential legal lawsuit issue involved, there should be a designated party. I don't know how Jordan has you identified in the roster at SDAO Right now.

Art Donnelly ([03:40:39](#)):

Everyone's

Kim Anderson ([03:40:39](#)):

Just listed. Yeah, so probably that's why as you are a board member. So anyways, we just want to make sure that whoever does that, if

Vanessa West ([03:40:51](#)):

Only want us to have one, we'll just make it the secretary. And I guess since you don't want multiple, I would like to take any word number would be fine,

Kim Anderson ([03:41:00](#)):

But if you want, well it said earlier in the paragraph it says if you have a whistleblower complaint, you can take it to any board member you feel comfortable taking it to. But you should have one party that's responsible for having that conversation with the employee if they want to know more about filing that or if it's something that even falls under it or where they would get information about whistleblower because you have an obligation to actually provide that information if somebody asks. So they can't just ask anybody. They need to have a party to go to ask that question

Art Donnelly ([03:41:35](#)):

Again, just to ground this practical reality. So Jordan is if we had a secretary under the supervisory, the auspices of the secretary, and if Jordan's whistleblower complaint has to do with how he's interacting with the secretary, but we say that he can only go to the secretary.

Kim Anderson ([03:42:00](#)):

No, we said that

Vanessa West ([03:42:02](#)):

Any board member, but the secretary has to give the information. So I

Art Donnelly ([03:42:06](#)):

Don't like it. More information.

Kim Anderson ([03:42:07](#)):

But the first part,

Art Donnelly ([03:42:08](#)):

Take further details from the board

Kim Anderson ([03:42:09](#)):

Secretary. That's about whistleblower complaints generally speaking. But at the first sentence is if you have any whistleblower complaint you want to make, you can go to any board member with whom you feel comfortable discussing the issue.

Art Donnelly ([03:42:22](#)):

So why would we need to be more narrow about that in the last sentence?

Kim Anderson ([03:42:26](#)):

Because theoretically, if you have somebody who doesn't know you are obligated, provide that information under the law. And if the person doesn't know where to go to get the information,

Vanessa West ([03:42:36](#)):

But whoever they talk to is going to look. So I think we need to debate. If someone comes to me, I'm going to go look. If someone

Art Donnelly ([03:42:43](#)):

We put it into a policy manual, then any board member has access to the same information that the secretary would

Vanessa West ([03:42:49](#)):

Have. Yeah, I don't think so.

Art Donnelly ([03:42:51](#)):

Why limit that person to getting their additional information from a person who potentially is the person they've got the complaint against? Yeah.

Kim Anderson ([03:43:00](#)):

Well if that was the case, the person who received the response would not direct them

Vanessa West ([03:43:05](#)):

There. Any board member should be able to give them the information. Yeah, we still think that any board member, whoever they feel comfortable working with should be able to. Any of us should be able to give the information for the

Art Donnelly ([03:43:18](#)):

Party. That's exactly what I'm saying.

Kim Anderson ([03:43:20](#)):

Okay.

Vanessa West ([03:43:21](#)):

Yes.

Jordan Walker ([03:43:23](#)):

Do you have any more questions for me? No. Tell

Art Donnelly ([03:43:25](#)):

My kids I feel bad be sitting here still.

Joe Rochon ([03:43:29](#)):

The chicken wasn't done either. It actually puts the shake

Art Donnelly ([03:43:33](#)):

Off. Turn the cake when you're not cook, when you're not actually there in

Vanessa West ([03:43:35](#)):

Instant pot man, use insta pot. That's what use the air fryer.

Joe Rochon ([03:43:39](#)):

Air private, like vets. All good stuff in

Vanessa West ([03:43:41](#)):

Pots on

Matt Ferkey ([03:43:42](#)):

Air fryer. Insta pot is too, is it not?

Kim Anderson ([03:43:45](#)):

No, my fake Instapot is an air fryer. Instapot is a pressure er. So

Art Donnelly ([03:43:51](#)):

My

Vanessa West ([03:43:53](#)):

Everything in instant, I'm a terrible and I can't pressure and an air fryer my

Joe Rochon ([03:44:00](#)):

Milk itself off the counter because the shake option, it's supposed to do the chicken and it is on the floor of my house right now.

Kim Anderson ([03:44:07](#)):

Page 23,

Vanessa West ([03:44:08](#)):

My oven also, he has an air fryer in it.

Joe Rochon ([03:44:18](#)):

Yeah. After I talked to the kids for a bit,

Kim Anderson ([03:44:21](#)):

The

([03:44:26](#)):

Fourth paragraph,

Vanessa West ([03:44:27](#)):

We have a dress code.

Kim Anderson ([03:44:33](#)):

I tried to make it pretty darn lenient. Okay, this,

Vanessa West ([03:44:36](#)):

That's, I like that. No political stuff.

Kim Anderson ([03:44:42](#)):

Okay.

Matt Ferkey ([03:44:43](#)):

Does it say safe?

Kim Anderson ([03:44:47](#)):

I need to verify if that language actually works, but that was an addition that I put

Vanessa West ([03:44:54](#)):

In there. Oh, the boys can't wear crop tops.

Jordan Walker ([03:45:00](#)):

Is that targeted at me?

Vanessa West ([03:45:03](#)):

I said boys,

Kim Anderson ([03:45:07](#)):

I have to check the legality of that because there is some concern about first amendment protections and whatnot, but I will

Vanessa West ([03:45:18](#)):

Consult with them. But yeah, we don't want, I don't don't like this any extreme res accessory fragrance hairstyle.

Kim Anderson ([03:45:34](#)):

I know the fragrance thing became a huge issue because people in an office environment probably not something you dealing with, but there are people that are wearing in particular, I can say this one, my daughter is horrendously allergic to ax cologne. Her airways just block. So because that's affecting other employees. So detrimentally, that's something that you can say, Hey, let's just go fragrance free for the whole organization kind of thing. So I question that too because that's kind of subjective.

Vanessa West ([03:46:16](#)):

I think it's fine,

Kim Anderson ([03:46:17](#)):

But I think that it also has something to do with hairstyle. You're talking about, well, if you're running a pump, you can't have loose dreadlocks hanging down where you're running a pump. If your hair goes in the pump, you're going to lose your scalp.

Vanessa West ([03:46:32](#)):

Okay. I mean I guess I get this, the rest of the sentence kind of corrects

Kim Anderson ([03:46:37](#)):

It so it's not

Vanessa West ([03:46:38](#)):

True. I just know I was just listening to someone upset because they had applied for a job and they were turned down even though they had more experience and whatever because of their hair color. Because it wasn't a natural hair color. Yeah. 99% of the time, this is not going to be the only issue. Right. It's going to be a collection of,

Kim Anderson ([03:47:03](#)):

Okay, same page, last sentence, footwear that should be covered under your safety program.

Julie Doran-Lee (03:47:14):

The problem with that is sometimes just feet are so fricking swollen and he can't get any other footwear on, but some slips,

Kim Anderson (03:47:23):

That's

Vanessa West (03:47:23):

A

Kim Anderson (03:47:23):

Problem. That's a problem. Well I'm not sure that his particular job,

Julie Doran-Lee (03:47:28):

He looks like his health has been doing better. He looks so much better.

Kim Anderson (03:47:33):

Seems that seems kind of crazy given what he was saying about his life circumstances. But I know

Vanessa West (03:47:39):

His health has gotten better last few months, but he did have a lot of less stress before the last.

Kim Anderson (03:47:44):

But to go back to this specifically though, it may not be that he's actually required to have steel toed boots in that environment. Have we done a hazard evaluation to determine if that's a requirement? That's what a safety program is for and that's why I was calling attention to this is that it talks about a safety program and if we're going to put it in here, then that means we, well you need to have one anyways. So this is just highlighting that. That's something you're going to have to

Vanessa West (03:48:12):

I agree. So

Kim Anderson (03:48:16):

That one wasn't a question that was, and

Vanessa West (03:48:17):

You can wear different shoes just going up there and checking on the skid and getting the skid going. Other than going out looking for leaks, ands and leaks. Just different attire for different

Kim Anderson (03:48:25):

Tasks. Correct. Yeah. There's only certain tasks that necessitate seal towed boots and those are things where there's the opportunity or possibility of dropping heavy objects, dah, dah, dah.

Vanessa West (03:48:36):

So yeah, but there's a lot of tasks that don't put

Kim Anderson (03:48:38):

In there that don't require that. Yeah, for sure. Communications and software systems. I had a question about what does Mapleton provide and are employees expected to utilize their own devices and is there a reimbursement or stipend if they do use their own?

Vanessa West (03:49:04):

I think that Joe and be for his, I do think that if they're using it, if we want to be able to reach them when they're not on scheduled work, then we should give a stipend. But only if they use their phones. No, no, no. Because we are already paying for a phone for him. He's using a phone that we've purchased for him to use. I'm talking about other workers. I'm not saying give Joe, you want us to pay their phone bills too. I don't know. But I'm just saying if we expect him to answer our phone calls, then we should give somewhat of a stipend atrophy and of working for a certain amount of time. I be required by law to do that.

Art Donnelly (03:49:47):

Again, I am siding with Julie on this one. If we're already paying for Joe to have a phone, we shouldn't need to be paying for Joe to have a second

Vanessa West (03:49:56):

Phone. Who would be talking about? No, I'm talking about our other workers. Joe already has a phone

Kim Anderson (03:50:01):

Time check. We're not talking about specific people. We're talking about setting down a paper what the expectations are that an employee would have of you. If I am not provided with a phone by the agency, I will receive a stipend that's equal to 25% of my phone bill or whatever it is you settle on. But it's crafting that policy so that we know what we're doing and that everybody can say, alright, I can expect that. Instead of saying, well how come you aren't paying me for my phone because I'm on my phone for you all the time. That leaves you open to these questions about am I being treated fairly? Am I being reimbursed for everything that I'm owed?

Vanessa West (03:50:40):

My only thing is that my problem is that employees, I can't get in touch with the employees when they're on, it says on the schedule they're supposed to be here. So I'm having to drive around. So one of our employees has, that's a

Kim Anderson (03:50:53):

Whole

Vanessa West (03:50:53):

Separate question. So I would like them force them to have one to contact an employee and say, can you come in? I don't think that that is a reasonable expectation to expect to get a stipend for the phone bill. The only time I've worked where I had a stipend for my phone bill, it was \$25 a month was when I was required to have my phone because we had an app where we got all of our calls. So I worked on an on-call basis and our calls got tacked out onto our phone and I had to look up the information, get the

address, get the information from the call and how to respond to it and respond from that. So I had to have my phone and the app available all the time. So my thing is just, I just want them to answer their phones,

Kim Anderson ([03:51:38](#)):

Which is separate from the issue of paying

Vanessa West ([03:51:39](#)):

For. Correct. Or can we put that on their job application that you must have a cell phone we must be able to read to during your working hours and off duty. Can that be in there? So as long as they, I just want 'em to have a phone and be forced to answer. Yeah,

Kim Anderson ([03:51:55](#)):

You can structure the employment expectation in here.

Vanessa West ([03:52:01](#)):

Okay, so I'm fine. I just want people to have,

Kim Anderson ([03:52:04](#)):

So you're talking about employment expectations? Yes. Which are, you can put in the job description,

Vanessa West ([03:52:10](#)):

Evaluate,

Kim Anderson ([03:52:11](#)):

You can evaluate them based on whether or not they're responsive and put that in your evaluation process. This question is do you provide phones? If you don't provide phones, do you provide a stipend if you decide to provide a stipend? How much is it?

Jordan Walker ([03:52:26](#)):

Yes, go ahead. I was just going to say, and also there's a difference between Joe and myself. Joe is on call, on

Kim Anderson ([03:52:34](#)):

Call,

Jordan Walker ([03:52:35](#)):

Whereas I'm technically not on call, just answer the phone. But so there's a difference. I wouldn't expect to be compensated for my regular

Kim Anderson ([03:52:45](#)):

Service. I was the PIO for my organization, which meant that I had to have my phone on me all the time because we never knew when an emergency was going to happen. They paid me a stipend. And it depends. It's something like if Jordan was on his personal phone six hours a day outside of his office hours, then yeah, but it would make sense. But you're not obligated to. Yeah. So this is just about what

Vanessa West ([03:53:12](#)):

You guys, so I'm on a grant, I don't really, yeah, I just would, my issue was separate than the actual Yes. Was here.

Kim Anderson ([03:53:20](#)):

And Julie's come down and saying no, she doesn't think that she would be stipend obligated unless, and my caveat to that is going to be is if that is an employee in a position where they're going to be on call that's slightly different than Jordan.

Vanessa West ([03:53:41](#)):

Well, but they're all slightly on call for an emergency. But we try to get in touch with you

Kim Anderson ([03:53:47](#)):

Soon. But that's not part of his job description.

Jordan Walker ([03:53:52](#)):

Right. So Joe is responsible for operations, whereas really in theory, I'm not critical to the operations. I've just, you

Vanessa West ([03:54:06](#)):

Bring in the money. So the problem with that is that if we're going to offer a stipend, I don't want to offer a stipend. I'm on board. So we can move on. We don't need a stipend. That's fine.

Jordan Walker ([03:54:20](#)):

Is there a section there? Sorry,

Vanessa West ([03:54:22](#)):

I'm not sure. Because the only way I would say that that would be, I could approve that is if the employee's going to agree at time of hire that we're going to give you a stipend. But the requirement for that is that you have a cell phone that we're able to reach you on 24 7 so that you can be on call. So we can call you.

Kim Anderson ([03:54:41](#)):

That's part of No, that's part of your job description. That's part of your hiring practice. So they're connected. They're connected. You've been looking at that pretty seriously and

Art Donnelly ([03:54:51](#)):

You Well, yeah, and I'm looking for something very specific, which I'm not finding,

Kim Anderson ([03:54:55](#)):

Which is,

Art Donnelly ([03:54:55](#)):

Well we have said over and over again that the reason that we're on the book for damaged technology is because we didn't have employee policy in place to prevent employee technology being used in the manner that it was being used in. And I don't see anything in

Vanessa West (03:55:13):

Here that said it in here.

Kim Anderson (03:55:14):

I put it in there.

Vanessa West (03:55:16):

It's follow it deeper into it. Yeah,

Kim Anderson (03:55:19):

It's deeper in there.

Vanessa West (03:55:21):

We're only on page 25 and 75. We got a long way,

Kim Anderson (03:55:26):

But we skip a lot of pages in the process.

Art Donnelly (03:55:28):

We're also in the section that deals with it. So it would follow logically that it would be in the section someplace. I

Kim Anderson (03:55:36):

Know. So

Vanessa West (03:55:36):

Right here it says that all staff are issued. Okay. All staff are issued laptops and other computer related equipment that it should say, sorry,

Kim Anderson (03:55:53):

Which

Vanessa West (03:55:53):

Page? Sorry, page all staff. It's that it says, I'm sorry, it says all staff that are issued laptops, other computer related equipment.

Kim Anderson (03:56:03):

Stop, stop, stop, stop. What page?

Vanessa West (03:56:05):

23. 25.

Kim Anderson (03:56:06):

Sorry.

Vanessa West ([03:56:07](#)):
25 5. 25 on your laptop security.

Kim Anderson ([03:56:09](#)):
Okay.

Vanessa West ([03:56:11](#)):
My 25.

Art Donnelly ([03:56:12](#)):
Okay, great.

Vanessa West ([03:56:14](#)):
Okay. It says we'll be given a copy of Mapleton water District's

Kim Anderson ([03:56:18](#)):
Computer,

Vanessa West ([03:56:18](#)):
Computer related related equipment guidelines. That means we need to have some computer related equipment guidelines,

Kim Anderson ([03:56:25](#)):
Which I've already started trying to work on, but Hayek has not called me back.

Vanessa West ([03:56:30](#)):
Okay. So that's the other thing I'll put on this list. Great. Yeah,

Kim Anderson ([03:56:33](#)):
Perfect. Thank you. I was, thank you working on that. Trying to get that in here, but I couldn't really put it in here until I know how they have things set up. But actually now that she jumped ahead, there's a note on it over here. So anyways, so bottom line, we are saying we don't want to do a stipend, but we will issue cell phones to specific positions.

Art Donnelly ([03:57:03](#)):
Right. Okay,

Kim Anderson ([03:57:06](#)):
Cool. Got that. Lemme make sure that happens.

Art Donnelly ([03:57:15](#)):
I mean, I don't know how long we want this to go on this evening, but I mean if you're going to stick with the conversation then Julie initiated, which is a really good conversation and we follow your logic. So Sammy or Dustin, if they're an on-call employee, then it would be a legitimate for us to provide a phone

to them for work purposes. It would be legitimate because it would be to our benefit to do it. Not to their benefit. To our benefit. Because then it gives us a leash basically on their caller.

Kim Anderson ([03:57:54](#)):

And the other thing that, because for you guys, I was just thinking about this, trying to think about the different permutations of it because you guys are basically on call all the time. It is not like a larger organization where you're on call on Tuesday and Friday where it's scheduled on-call time. Then they get an on-call stipend and you don't give 'em a phone because they get money for being on call. But you guys are so small that you can't do that.

Vanessa West ([03:58:28](#)):

So if you're going to lean towards providing a phone so that we have some sort of to be able to get ahold of you

Art Donnelly ([03:58:35](#)):

Flip

Julie Doran-Lee ([03:58:37](#)):

In lieu of that, I would prefer to go in the way of doing the 25 stipend and making that the requirement. We'll give you a \$25 month stipend towards your phone bill, but you have to have a working phone that we're able to get ahold of you on and that you have service to. Because some people have a cell phone but they live out of cell phone range and don't have wifi. Maybe that has to be the We're back on this. No,

Art Donnelly ([03:59:10](#)):

No. I would rather not be, but

Kim Anderson ([03:59:15](#)):

They were just talking about some different permutations of how that looks in terms

Vanessa West ([03:59:18](#)):

Of, so nothing in there needs to be changed. That's not obligating us to provide any of those things. But then we are telling they can't put our cell phones in the plant because I don't want personal ga. It's hooked up to our internet.

Kim Anderson ([03:59:32](#)):

Well that's not saying they can't have them at the plant. You're saying that they can't connect personal devices to organizational owned systems.

Vanessa West ([03:59:39](#)):

Correct.

Kim Anderson ([03:59:40](#)):

Right.

Vanessa West ([03:59:40](#)):

Which means they don't work at the plant. They're worthless. They get pictures.

Kim Anderson ([03:59:47](#)):

So

Vanessa West ([03:59:49](#)):

The cell phone service at the plant, unless you connect to the wifi field, but it doesn't matter. They don't need to be at the plant sitting on their cell phones. There's a phone up there if they need to be reached.

Kim Anderson ([04:00:00](#)):

How do they operate? How is the skid supposed to operate remotely? What's that supposed to look

Vanessa West ([04:00:06](#)):

Like on its own tablets?

Kim Anderson ([04:00:08](#)):

So whoever is on call for the day has to take the tablet home in order to operate the plant remotely. So Joe's going to have a tablet all the time.

Vanessa West ([04:00:18](#)):

Correct. And then if you want to take our day or two off, which is my next got be, we need to have a policy in place. But that is strictly for work period purposes only. Nothing else ever. Period. Well, all of our equip we need to have in for everything. The computer doesn't need to use anything

Kim Anderson ([04:00:37](#)):

Different.

Vanessa West ([04:00:38](#)):

Basic understanding of what happened. That would be a cyber leak. That'll be a separate policy. It's

Kim Anderson ([04:00:45](#)):

Been laid out. The thing that

Art Donnelly ([04:00:47](#)):

Different subject we can, if we had had a report from Kroll, it would help us to understand this better. That didn't happen about that. I guess.

Kim Anderson ([04:00:55](#)):

That did not happen. No. There was no report. No. So this has never been in writing anywhere.

Vanessa West ([04:01:01](#)):

I've got emails back and forth, but there's been nothing really other than nothing in writing. They pretty much told me that we pretty much welcomed the cyber people in because they didn't have,

Kim Anderson ([04:01:11](#)):

There's nothing in writing.

Vanessa West ([04:01:13](#)):

Nothing. Okay. We have bills that Lots of bills special districts paid. Yeah, special districts paid. Okay. They investigated but they didn't come a conclusion.

Kim Anderson ([04:01:26](#)):

Okay.

Vanessa West ([04:01:28](#)):

They were all worthless and a long waste of time. I would've rather just called tech people to come and get us some cybersecurity than go through that whole entire long six month process.

Kim Anderson ([04:01:40](#)):

1, 2, 3, 4, 5. On page 24 fifth paragraph down talks about a confidentiality policy. We either need to create a policy

Vanessa West ([04:01:49](#)):

What page?

Kim Anderson ([04:01:50](#)):

Page 25, 24. Fifth paragraph. We either need to create a confidentiality policy or we need to define it here. Do you have a preference?

Vanessa West ([04:01:58](#)):

I think we need to create one because I also want think the board members we need to discuss. I think the board members need to fill it out also. And some volunteers. If the volunteers going to help stuff envelopes that our volunteer may need to fill it out. So I think we need Got it. A separate one. Okay.

Kim Anderson ([04:02:20](#)):

This also mentions the very next paragraph. It talks about non-solicitation policies.

Vanessa West ([04:02:27](#)):

Also

Kim Anderson ([04:02:28](#)):

Either need to define here or create a policy.

Vanessa West ([04:02:33](#)):

Where's it at?

Kim Anderson ([04:02:34](#)):

It's the very next paragraph. Right after confidentiality policy. I didn't see that. Anti-harassment, antis discrimination and non-solicitation harassment and discrimination is covered in this document. Solicitation is not,

Vanessa West ([04:02:48](#)):

Which you define that for me.

Kim Anderson ([04:02:50](#)):

Solicitation.

Vanessa West ([04:02:52](#)):

Yeah,

Kim Anderson ([04:02:52](#)):

Solicitation would be an employee going around and trying using company time to sell Christmas trees out of their personal

Vanessa West ([04:03:02](#)):

Lot. Oh, okay.

Kim Anderson ([04:03:04](#)):

Or get you on a pyramid scheme

Vanessa West ([04:03:07](#)):

During workouts. Okay, gotcha. I thought that was just a given. I thought that was just common sense.

Kim Anderson ([04:03:15](#)):

Yeah, common sense ain't so common otherwise I would have it

Art Donnelly ([04:03:18](#)):

That

Vanessa West ([04:03:20](#)):

At some places like real estate, like my previous bosses let me advertise my real estate while I was working. Most businesses won't. Right. But that's, they're giving out the cards. But most businesses, if I were to go away tables, most likely I would

Kim Anderson ([04:03:34](#)):

Not. It's basically a policy to prevent your employees from using your business as an opportunity to promote their own business. It's

Vanessa West ([04:03:39](#)):

Not appropriate. Yeah. Most businesses wouldn't allow it. Mine work. My desk.

Kim Anderson ([04:03:45](#)):

So bottom line, do we want to put that in this policy? Yes. Or do you want to standalone policy?

Vanessa West ([04:03:49](#)):

No, I don't need

Kim Anderson ([04:03:49](#)):

To stand. Put it in here. Okay. See, a lot of these questions are just like that. It's like, what do you want me to do with this? And I

Julie Doran-Lee ([04:04:00](#)):

Still dunno. You were expected to carefully compose and review the wording tone and content of your communications before transmission. Where were we at? That same paragraph. I could never find that In paragraph. Page 24. Oh the third. If you count the bottom from the bottom up, it's the third paragraph up on page already guys are

Kim Anderson ([04:04:20](#)):

Slow. So basically all

Vanessa West ([04:04:22](#)):

Systems. So what does that mean? Under,

Kim Anderson ([04:04:27](#)):

On that same paragraph messages

Vanessa West ([04:04:28](#)):

Or communications used through this system. This system. Meaning where'd

Kim Anderson ([04:04:33](#)):

You go? Oh, the first sentence

Vanessa West ([04:04:39](#)):

Used through what

Kim Anderson ([04:04:39](#)):

System? The organization owned communication systems. Your phones, your cells, your

Art Donnelly ([04:04:46](#)):

Computers. Yeah. Okay.

Vanessa West ([04:04:50](#)):

Okay. So what's your question?

Kim Anderson ([04:04:52](#)):

That was her comment. Okay. Next one. And this is what's getting to yours, laptop security. And I wrote a note to myself, needs to be developed computer related equipment guidelines. So I don't have that yet. That's why I was trying to get ahold of Hayek to find out exactly what they have set up so I can write the policies around how it's supposed to function. So TBD working on it.

Vanessa West ([04:05:22](#)):

On this, I do want to, with art, I want to very flat out somewhere and not it's got laptops separate mobile, but it should be underneath electronics. And a big thing, it should just say, by no means you are not allowed to bring your own electronics up to the plant. You may bring your personal cell phones to take pictures.

Art Donnelly ([04:05:47](#)):

Well, I mean, we could simply say that the district's not liable for any employee owned, unauthorized employee owned electronic devices, which are used at job sites being damaged or

Kim Anderson ([04:06:01](#)):

Stolen. I don't think you even need to do that. You just say they can't use them. Period. And we have no liability if you do,

Art Donnelly ([04:06:09](#)):

And you could say that. However, we just had a long and inconclusive discussion about employees doing just exactly that. IE using their own phones. So if we give people a stippen to use their own phones when they're on call, then we have said, you're fine using your own phone in our system because I don't want, you're on call. So we need to draw a brighter, harder line between those two places.

Vanessa West ([04:06:41](#)):

I don't want an Android hooked up for our phone because they can be so easily taken. That's what they set up. All the cyber rule set is that Androids, you can push buttons to where there's no cybersecurity on it and then you can, I, you're almost welcoming the hack. Have You guys read this paragraph. Which one? I think this is so great. That really helps us right there. This underneath organization owned personal

Art Donnelly ([04:07:07](#)):

Computers. No, I hadn't done there

Vanessa West ([04:07:08](#)):

Yet. Read it. It's great. Okay. Does it specifically say you do not bring your own? I mean I don't want them bring it. It says, okay here, listen to this. Okay, so to protect the integrity of our systems, all software used on our computers must be registered with our IT services provider. Personal or downloaded software may not be installed on organization owned computers without approval of the IT service provider. A virus check of all software must be made immediately before it's installed on any organization. Computer. A virus check must also be conducted on any electronic device originating from or used on any computer outside of the organization prior to its use with the organization owned computer or system, the copier transfer of organization owned software may occur only with the written authorization of the IT service provider, which means, and you try to add new programs to that computer. We just had installed like what happened and the IT guy said, Hey, this was happening. Somebody was trying to put this in and we stopped it. That cannot happen unless they have written permission from Hayek.

Art Donnelly ([04:08:20](#)):

No, I think that's important, but we

Vanessa West ([04:08:21](#)):

Do need somewhere in here that says we do not want you bringing, don't want bringing their PlayStation for up there and their Xbox playing video games. Absolutely not. We don't want 'em to bring it up five different laptops that Yeah, I agree. And it's not just because Sure, we can say we're not liable for your personal equipment. We don't want 'em up there. So it's not just because we don't have to liable. We don't come up there playing video games and playing on our laptops. I mean we do not look personal equipment up there.

Art Donnelly ([04:08:54](#)):

Well, this gets into a broader issue and in one we have to discuss in

Vanessa West ([04:08:58](#)):

That which just say that in our, because we're going to have a separate cybersecurity, whatever, so I mean we could have more in depth as long as you can reference we're going to have a cybersecurity separate document. But yeah, I do not want PlayStations commercial and four or \$5,000 laptops or any laptop because a laptop with Windows 10, that could easily be the computer that's laptop that Sharon gave me didn't have the updated windows. That's about the time we could started getting hacked. So it could have been Sharon Joel's computer that hadn't been updated that let the hackers get right in that. But they said most likely it was a Windows not being updated on a laptop that caused them to come in. So it could have been for a variety of reasons. So I don't want someone's old laptop up there that only has Windows 11 instead of Windows 13 or

Kim Anderson ([04:09:53](#)):

I think you're going to run into, I can check, but I suspect you're going to run into problems saying, I'm not going to allow you to bring your personal property to my facility. You can say very clearly you can't connect to anything, but that's like saying you can't bring your wallet or you can't bring your tennis shoes or you can't bring, I think I'm going

Vanessa West ([04:10:18](#)):

To tell them I do not want a TV up there for them to play. Okay, hold on. Hold on a minute. Hold on.

Kim Anderson ([04:10:23](#)):

Okay,

Vanessa West ([04:10:24](#)):

Well that's

Kim Anderson ([04:10:25](#)):

True. What I'm saying is that I need to investigate how that would need to be written because I think there's going to be some questionable about prohibiting people from bringing stuff they own,

Vanessa West ([04:10:40](#)):

Not when it's in this type of a setting on one end. That's why I got to check. So for one part of it as far as bringing computers, gaming computers, things like that, and all laptops, laptop, the old laptops, whatever, putting in that stipulation of no other outside devices that aren't owned by the company can be connected to our network. So that means he goes up there with his gaming computer and wants to use it. It's not going to do him any good whatsoever because he cannot without violating the policy, connect it to the

wifi. Correct. And then also you're right, it's not going to prevent him from bringing up a TV and an old school pH hs system or whatever the hell and sitting there playing video games on tv.

Kim Anderson ([04:11:27](#)):

Okay,

Vanessa West ([04:11:29](#)):

You're right. It's not

Kim Anderson ([04:11:30](#)):

So you're right, but here's where you start getting into the issues of HR because you as an employer have an obligation to supervise your employees and if behavior like that occurs, you don't need to prohibit the tv. You need to prohibit them from wasting work time.

Vanessa West ([04:11:51](#)):

Right? No, we need to bring the tv.

Kim Anderson ([04:11:54](#)):

I'm just telling you that there may be some questionables about whether or not

Vanessa West ([04:11:59](#)):

You can write it that way. Then again, having the video, the security cameras installed up there should mitigate some of that, right? It's not going to be on the inside in their personal space. We're not taking a picture of where they now, well, we're going to a picture.

Kim Anderson ([04:12:13](#)):

Let me find out the answer to that question first because then we know which way we have to go,

Vanessa West ([04:12:19](#)):

But we want to be as strict as we can about the employee bringing their own personal stuff.

Jordan Walker ([04:12:23](#)):

I just wanted to note that this is what Kim is working on is a less rough draft right now. So there will be opportunities to address some of these things,

Vanessa West ([04:12:37](#)):

Specific policies in

Kim Anderson ([04:12:39](#)):

A future meeting. This is a rough draft,

Jordan Walker ([04:12:41](#)):

So maybe what we should do is let Kim just do a quick fire Yes. No thing as we're getting

Vanessa West ([04:12:52](#)):

Close

Kim Anderson ([04:12:52](#)):

To 10. Yeah,

Vanessa West ([04:12:55](#)):

Yeah. My husband said, I think I have a

Kim Anderson ([04:12:59](#)):

Pay practices, which is on page 33. They had in a whole section on pay advances. I just cut it out. I said, you guys don't do pay advances. You okay with that? Okay, cool.

Vanessa West ([04:13:14](#)):

No, that was late pay because he didn't turn his time part so we didn't pay him.

Kim Anderson ([04:13:21](#)):

Yeah, that you can't do.

Vanessa West ([04:13:23](#)):

Yes. So we need to pay,

Kim Anderson ([04:13:34](#)):

We can skip. I answered that question. So on hours of work and work schedules, this is where you guys have had issues for sure, and that would be on page 35.

Vanessa West ([04:14:00](#)):

What about

Kim Anderson ([04:14:00](#)):

33 7

Julie Doran-Lee ([04:14:03](#)):

To update it? Okay, so on page 33,

Kim Anderson ([04:14:08](#)):

Yeah.

Julie Doran-Lee ([04:14:08](#)):

Under time records for non-exempt employees we're non-exempt employees, all of our employees, okay, so it says that time cards and time sheets is a record of time worked and you are expected to update it daily.

Kim Anderson ([04:14:23](#)):

Okay. That's an expectation. Okay, and

Julie Doran-Lee (04:14:28):

So we're going to stick with that, right?

Kim Anderson (04:14:30):

Yes. Well, but here's where this gets complicated because according to the state happen when

Julie Doran-Lee (04:14:35):

It's not being

Kim Anderson (04:14:36):

Enforced because according to the state, when comes time to pay them, whether they have turned in a time card or not, you as the employer are expected to have

Vanessa West (04:14:46):

Pay.

Kim Anderson (04:14:47):

Well, there's an expectation that you've kept track to a certain extent of their hours. So you can't say I'm not going to pay you because didn't turn in a time card, so that's off the table. That's not an option. So just making sure that we were aware that that

Julie Doran-Lee (04:15:05):

Was what is in place so that there is some sort of accountability for

Kim Anderson (04:15:12):

What I would say where that would come up would be when you start doing employee evaluations, you can say you're turning in your time cards consistently late and it's an expectation that you will turn these in timely, so it counts against them in their evaluation and that's when you start keeping track of these negatives. Then that gives you justification to say, see you Johnny or,

Julie Doran-Lee (04:15:35):

So then this next one time cards should be reviewed carefully for completeness and accuracy at the end of every week. So we're not doing that. Not a hundred percent think it needs to be done.

Kim Anderson (04:15:47):

Actually, that's a good point. I had a note on that that I took it off apparently was the question was kind of about what do you guys want to do about your timecard review because we were just talking about that really appropriate for the board meeting. Typically it's a managerial

Vanessa West (04:16:02):

Function. I wanted to have a manager one and I think Jo, to sign off on it because there's some hours that are very, very not,

Kim Anderson (04:16:09):

I mean you can,

Vanessa West (04:16:11):

But the weekly meetings, which haven't been very good, but yeah, I do think they need to be checked weekly and who needs to check? I think Joe needs to sign off on 'em and yeah, I do think that they need to be done weekly.

Kim Anderson (04:16:22):

Well, you can set up whatever process you want as a review process for those. That's entirely up to you guys how you want to set that review process up. Probably. I mean you don't really have a manager, so the board meeting been kind of like the default, but if there's another mechanism that makes sense, you can certainly do it. Well that mechanism

Vanessa West (04:16:44):

Is just exactly what Vanessa suggest and we have a monthly work meeting, but weekly, A weekly op committee just hasn't gone.

Kim Anderson (04:16:52):

The ops committee meeting?

Vanessa West (04:16:54):

Yeah. Okay. I've had to cancel sometimes and then we've had emergencies a couple three times.

Kim Anderson (04:17:00):

How that works. Then if those are being canceled, how does that evaluation, that checking process work? If they're

Vanessa West (04:17:06):

Not happening, we schedule it and that's the question too is what kind of, I can still go, if I can't have a meeting at 10, I can still go over there and tell 'em, I still want you to drop it off the office and I can go pick it up still.

Jordan Walker (04:17:18):

I would just like, to me it makes sense that Vanessa or someone before I send it to the accountant, looks at it and signs off on

Vanessa West (04:17:28):

It. Yeah, I know I can correct hours on some. Oh, a hundred percent. I have such major issues with this. It makes top my head blow up.

Kim Anderson (04:17:38):

Yeah, I saw that. So then from a practical perspective, the question becomes who's Sam? So we have an employee that we know we were having consistent issues with

Vanessa West (04:17:53):

Accuracy, but it was to say that he didn't show up at two o'clock in the morning and work till four. Exactly. So what I mean during the emergency, he wasn't there the whole entire time except for what kind protection do we have, but who's to say he didn't show up when there's a ton of hours claimed and written

on a timeframe. That's why we need the video. Yeah. We don't know what's right. What do we have in place to cover ourselves to say, you know what, I don't see that you worked that many hours. How can you justify it just because you wrote it down on a piece of paper? How does that make it, what do we need to do to cover protect ourselves? Well, I just say, oh, you say it. Okay, here, let give you this money that's going to take work. We're going to have to work on,

Kim Anderson ([04:18:41](#)):

That's an internal process it

Vanessa West ([04:18:45](#)):

To work on some processes. That's why. So I guess somebody

Kim Anderson ([04:18:49](#)):

Needs to make a note that that's a work study issue. Work session issue that you're going to have to kind of

Vanessa West ([04:18:55](#)):

Resolve.

Art Donnelly ([04:18:56](#)):

Well, it goes back to the unfinished business of establishing true employee evaluation policy

Vanessa West ([04:19:03](#)):

And procedures, not just policy. And when we had the video, then we can't be able to see because every time someone comes, we can see, Hey, I looked on the camera. I think that ought to be used as the time clock when I see your face waving in the camera, checking in that you're going to plant. That's when you're clocking in and that's when you're might get there and then they get a phone call from their aunt and they start talking for two hours. We're not paying 'em while you're on the phone. No, because they're not fully working.

Kim Anderson ([04:19:29](#)):

That's

Vanessa West ([04:19:29](#)):

Not time. What

Kim Anderson ([04:19:30](#)):

We've got here is we've got a

Vanessa West ([04:19:31](#)):

Notation somewhere. We have some sort of a way to check in that we

Kim Anderson ([04:19:34](#)):

Have a notation that somebody needs to work on a better time confirmation process because that's a whole conversation in and of itself in terms of determining how you want to

Vanessa West ([04:19:46](#)):

Manage. Correct. That's what I want. This is what I'm focusing. That's what I want. More training. That's what I would find. Because all two options, we are extremely guilty of addressing a super important issue like this that really needs to be taken care of immediately and we all say, oh yeah, we've absolutely got to work on this. And then three months down the line we're like, oh yeah, shit, we really needed to work on that. We haven't done it. So can we establish what we're going to do? And a time is set aside to do this and actually put it down and do it. We need to sign. We keep letting too many things fall aside

Art Donnelly ([04:20:26](#)):

And expect and

Vanessa West ([04:20:27](#)):

Dated and this is something that needs to be established immediately. I can't say those hours weren't working and Joe cannot say those hours. I know that. I'm saying when set he could set, when can we set aside time? What Julie out a policy and get it in place to make it better in the future. We can't fix what's already happened.

Kim Anderson ([04:20:47](#)):

Julie wants to make an appointment to sit down and talk about

Vanessa West ([04:20:49](#)):

It. Yes. Oh well and get something done. We'll do that. It's kind of late. I'm mentally done here. I know. Not tonight. We set need to. That's what we're doing now. No, we don't. We always say, oh, that's what we're working on right now. No, it's

Caty Giovinco ([04:21:05](#)):

Not.

Vanessa West ([04:21:07](#)):

But I'm mentally getting done here. Cool. So then can we say that we will meet on this in two weeks? Can we do that? Well, we're reading in one week. I don't know that I want two weeks,

Kim Anderson ([04:21:18](#)):

Not as a board meeting, as a work group to talk about that particular issue and come up with some idea, some suggestion, meet for coffee and talk about it, whatever. Just schedule a time to go through the mental processes. Okay. Alright. So I'm trying to see how many pages I'm skipping through without having questions on. There's a lot because there's a budget stuff I chunked out. I can talk to Jordan about that.

Vanessa West ([04:21:52](#)):

I don't normally get blessed, but I haven't eaten all day. I was going to eat right when Jordan said that I'm missing the meeting. My food was ready. So I'm getting a little

Kim Anderson ([04:22:07](#)):

Mentally done that I think I can skip. I mean we kind of got into some of the meaty stuff, honestly. Yeah, actually I really don't need much from you. There's another form that we need to talk about. It's on page telecommuting.

Art Donnelly ([04:22:44](#)):

Can I just flag one real quick? Yeah, yeah. We don't have to talk about it just to note it. So page 35, very, very top of the page. Organization hours. You're right. However, I mean we have to have regular office hours. We have to, for our customer's sake, we have to have regular office hours. I don't know what they'll be, but Jordan keeps pretty regular hours. So Mondays and Thursdays are

Kim Anderson ([04:23:10](#)):

Ninth. Okay. Now this is about employees.

Art Donnelly ([04:23:16](#)):

Naples and Water District does not maintain regular specified business

Kim Anderson ([04:23:19](#)):

Hours. So I can change, I

Vanessa West ([04:23:21](#)):

Can change. I do want, I think that we need to work on this later because we do need to have a meeting just about this part. That's why I said I wanted to get some training. I want to make some phone calls. I need some ideas to make this team better. So yes, there needs to be a full meeting just about this section. It needs

Art Donnelly ([04:23:35](#)):

Work

Vanessa West ([04:23:36](#)):

And I do think there needs to be a schedule that can sure, emergencies change it, but I do think there needs to be some set a base schedule, a base schedule and a big reason not. I think we really need to work on this section a little more detail

Art Donnelly ([04:23:50](#)):

If we were ever going to have accountability.

Vanessa West ([04:23:52](#)):

In order to have accountability, we've got to have some sort. So I do think that there's going to be changes necessary in this area and I've just got to try to find and I want to get some maybe special districts and look on there and find some more and come up with some ideas. Maybe ask a few people that own and bounce some ideas off some different business owners' minds or something of how they would handle a way of being savvy for this or that. And yes, I can use, yes.

Jordan Walker ([04:24:25](#)):

Where are we, Kim?

Vanessa West ([04:24:27](#)):

Top of page 35, but I agree we need to have a organization now.

Caty Giovinco ([04:24:31](#)):

Oh yeah.

Vanessa West ([04:24:32](#)):

Well with this whole,

Jordan Walker ([04:24:34](#)):

I think

Vanessa West ([04:24:34](#)):

That's just a area

Kim Anderson ([04:24:35](#)):

Here.

Jordan Walker ([04:24:36](#)):

This is like a parenthetical thing. It's not really a statement of policy. It's justifying why we're the weird situation

Kim Anderson ([04:24:46](#)):

We're in because the employee's schedules are separate from the office hour schedules is what I was trying to get at. You might have set office office hours, but the employee's schedule says that they will work between this hour and that hour. Those are two kind of segregated. They're related, which needs to be worked on. Yeah. Okay.

Vanessa West ([04:25:11](#)):

Yeah, there'll be a lot of recommendations when I really go through these.

Kim Anderson ([04:25:15](#)):

Well, the reason why I was trying to get this stuff is that this is, like I said, this is very drafty without your input. I was kind of

Vanessa West ([04:25:23](#)):

Stopped. I have a question on this last, this very, very last paragraph on 35 where it says non acceptance fees will not be paid for time away from work due to office closure. Will that leave an exception for us? When our roads and everything were shut down, it was an absolute mess and we would not have expected Jordan to be here in the office working, but he can work from home.

Kim Anderson ([04:25:53](#)):

That's covered under the remote work

Art Donnelly ([04:25:56](#)):

Next page

Kim Anderson ([04:26:02](#)):

And there's a whole bunch of stuff about telecommuting. Okay. Oh shoot, am I closed mine, so I don't know where it went. And a lot of these other things were just forms that you're going to need to create or establish calling for specific forms and the questions were basically, do you want to do that or not? I lost my place guys. I lost my place when I closed that. Sorry. Yeah, because on again telecommuting on page basically it's another

([04:27:03](#)):

Let go.

Julie Doran-Lee ([04:27:10](#)):

I like this one too. Employees are expected to have sufficient telephone arrangements to perform their work and to participate in

Kim Anderson ([04:27:17](#)):

Telephone

Vanessa West ([04:27:17](#)):

Conferences during agreed

Kim Anderson ([04:27:18](#)):

Upon work hours. All right. It's top of page 37. The employee must sign an inventory of organized property and agree writing to protect appropriate action to protect the theft if they're doing telework. If you take a laptop home, we're going to make you sign out for it. Yeah, but that's another form that you don't have.

Vanessa West ([04:27:42](#)):

But that ones in there includes the tablet. Correct. That's why she was saying,

Kim Anderson ([04:27:49](#)):

And then I think there's a whole bunch of pages that have nothing on them. I mean there's stuff in there that definitely needs to be looked at, but not direct questions that I had immediately. The leave section, there's a very large section on leave that I would just really skip over right now because I'm trying to get my hands around the paid leave Oregon, Oregon sick leave thing and how it applies to you guys. So just kind of sketch over that one. I'm working on that one. Leave of absence. I had a question for you guys about this one. Based on the current conditions that you have with some of your employees and that there's concerns is right now you basically just don't schedule hours if they can't come, right? That's that how you're dealing with it. So if somebody was hospitalized, is their job protected? Is it only protected for X number of days? If somebody need some additional time because they're stepmother who is not on anybody's list of relatives needs help getting in a nursing home, how would you deal with that?

Art Donnelly ([04:29:22](#)):

Isn't that what we're trying? I mean,

Kim Anderson ([04:29:25](#)):

I just mean that a general idea is basically would you guys be willing to work with an employee in those circumstances? Are you just going to say we're not going to protect your

Vanessa West (04:29:34):

Necessary, we have to hire somebody temporary and we'd have to hire someone temporary. Okay, that's fine.

Kim Anderson (04:29:42):

We're not talking about that part. We're talking about the employee that you currently have. Are you willing to work with them and then I can work on a leave policy to work around that? We Or if it's going to be something where you say we can only work for X number of time and then we can't,

Vanessa West (04:29:57):

I don't know. Because I think that somebody, if Jordan were to leave, we hired someone part-time. I think that we would and then we hired someone to take his place while he was out for two months. I think that we might have to at least try to keep that person on five hours on call or something. I mean, I wouldn't be able to necessarily say, to be smart of us, to promise him to guarantee this or that. Maybe we would. Same thing with a plan operator. We've got to find somebody, but I don't know. I mean sure if they're only sick for three days, you're not going to lose your job. Or if they fall break away,

Kim Anderson (04:30:30):

This is longer. We're talking longer term. So that's sick time. We're talking about

Art Donnelly (04:30:34):

Leave please. We're not going to come up with a policy tonight.

Kim Anderson (04:30:38):

I just wanted a general idea if you wanted me to work on a policy that would allow for something or if you guys are just going to say no,

Vanessa West (04:30:46):

If someone leaves, we have to hire somebody. The

Kim Anderson (04:30:49):

Hiring is separate. The hiring is separate. You can hire people is temporary. That's not a problem that's allowed. You can do that. The question is are you going to save the job position for your employee that's having problems at the time that might last longer than sick days. If they have to be gone for 45 days, will they have a job when they come back?

Art Donnelly (04:31:09):

Kim? I think it is reasonable to expect that SDIS and SDAO are going to have an expectation of us as a special district, that we do have a policy in place and that policy at least has some expansive nature to it. So in other words, obviously we're not going to just fire somebody up in three days if they're in the hospital, but think that they're going to expect that we have a policy in place that would cover six weeks or something like that. I mean, do you think that they're going to be,

Kim Anderson ([04:31:40](#)):

Actually that's all. Are you

Art Donnelly ([04:31:41](#)):

Concerned about

Kim Anderson ([04:31:42](#)):

That? It's up to

Art Donnelly ([04:31:43](#)):

You completely.

Kim Anderson ([04:31:45](#)):

That's not because it's outside of something that's covered under any of the leave laws for an organization your size, if you were larger, it would be out of your hands.

Art Donnelly ([04:31:56](#)):

So there are no medical leave laws for small organizations?

Kim Anderson ([04:32:02](#)):

Not to the extent we're talking

Art Donnelly ([04:32:03](#)):

About. Okay. That was a misunderstanding mindset.

Vanessa West ([04:32:04](#)):

Is there any way to, we had to hire Dustin because another worker didn't come to

Kim Anderson ([04:32:11](#)):

Work,

Vanessa West ([04:32:13](#)):

Just said they would be there to control for whatever reasons, didn't show up to work for several days. So we've hired, so we had to hire somebody.

Kim Anderson ([04:32:21](#)):

Okay. The hiring is a separate issue. So all I needed was just the general speaking and what I'm hearing from you is yes, you'd want to have some sort of,

Art Donnelly ([04:32:29](#)):

We need to have a policy on that.

Kim Anderson ([04:32:31](#)):

That's all I needed. So I

Art Donnelly ([04:32:33](#)):

Especially given some of the particular personal circumstances that we're dealing with, especially given

Kim Anderson ([04:32:39](#)):

That, okay, that's all I needed because now I can start a

Vanessa West ([04:32:43](#)):

Policy saying that would be nice if it left it kind of also individualized kind of to where we could open so we could choose it. I'm not wording it

Kim Anderson ([04:32:54](#)):

Correctly. You want latitude in application. Yeah.

Vanessa West ([04:32:58](#)):

We want to be able to have the, we want a policy in place that will cover us to where we can make exceptions if we feel it necessary. Yeah. Difficult. That's going to be a little, that's a difficult word when it comes to I

Kim Anderson ([04:33:13](#)):

Know, but I hear what you're saying and I'll see what I can do. But that's kind of contrary.

Vanessa West ([04:33:22](#)):

Completely different than God forbid. Then how about we know him show was up there cleaning the plant and fell and rolled down the hill and completely broke his leg and he has to have surgery and is in rehab and definitely off work for four months. Are we going to be like, sorry buddy, we're replacing you. You don't have a job? Or are we going to be like, oh my god, we feel hard. I think it should be. And he got injured at work.

Kim Anderson ([04:33:51](#)):

Injured at work. That's a whole different

Vanessa West ([04:33:52](#)):

Category. That's a whole. So I just think that we should leave it to where it's not in here and then it's up to us if we decide to hire him when he comes back or not. But then we also have to have apologize to protect us.

Kim Anderson ([04:34:06](#)):

Yeah. That's not a matter of rehiring. It's a matter of whether or not their job is

Vanessa West ([04:34:10](#)):

Protected. I'd like to protect their job. I just don't think that we can financially protect

Kim Anderson ([04:34:15](#)):

Their job. Hiring another person temporarily is a completely different subject. There's nothing to stop them

Vanessa West ([04:34:20](#)):

From doing that. Probably that

Kim Anderson ([04:34:21](#)):

Is the only thing we're talking about is do you want a policy that gives your employees some assurance that if something untoward happens in their life that lasts longer than what sick leave will cover, that they will have a job to come back to within some prescribed

Julie Doran-Lee ([04:34:37](#)):

Period of time. Can I have a scenario? So say we don't have a policy in place and it's kind of just expected that that person would have their job back when they come. So say we have an employee who is right on the cusp of being let go anyways and then has a serious illness and is hospitalized for a long time and now we're stuck by this policy that we have to have a job providing for him when he comes back. I don't like it. We don't want to put ourselves nuts. I don't like it. That's why I don't like it. Well, that's why we can't leave this out. That's why I don't actually have policy why I don't want it in there.

Kim Anderson ([04:35:12](#)):

Which is exactly the wrong attitude because if it's undefined then

Vanessa West ([04:35:17](#)):

He

Kim Anderson ([04:35:17](#)):

Gets to define it.

Vanessa West ([04:35:18](#)):

No, we're going to define it. We don't have it. You may or may not have your job when you come. We need to have a policy saying that that's what she's saying. I mean, all my jobs, I've never been forced. I never had a government job. We need to have a policy saying which way we want it, Vanessa. And I'm saying the policy to me would say that we do not have it hire you, we rehire, we move on. Given that it's almost, I don't want to get stuck with the lousy workers. Okay. Be able to us decide what to do. Not have to keep you because of policy.

Kim Anderson ([04:35:52](#)):

Okay.

Jordan Walker ([04:35:55](#)):

There's probably legal guidance that would help discussion. A way of saying the district will make an effort to accommodate extended leaves of absence where it's,

Vanessa West ([04:36:09](#)):

We can make an effort, but I'm not going to guarantee it's everyone.

Jordan Walker ([04:36:12](#)):

But because we're so small, there's,

Vanessa West (04:36:15):

It's a huge burden when someone takes a leave and then for us to promise it and what,

Kim Anderson (04:36:21):

Right. Because the other thing is if you're defining policy, you can say we will protect your job for 45 days or you can put an X end date on it. But that's a whole different safety program.

Vanessa West (04:36:42):

Maybe we're not a big

Kim Anderson (04:36:43):

Safety program question I had for it. Technically it falls under the operations chair. But I know we had a conversation about Jordan being responsible for developing and maintaining the safety program. So wasn't sure if we wanted to leave it under the operations chair. I actually am not even sure. I just, that's a general question because I can just go with a general answer there. Do we want the office administrator tasked with doing the safety program and maintaining the safety material, safety data sheets and getting the training lined up with that?

Jordan Walker (04:37:23):

I think it would make sense because a lot of it's just paperwork.

Kim Anderson (04:37:26):

A lot of these paperwork I

Vanessa West (04:37:27):

Do and I never got any doctor's notes. No one got any doctor's notes for any, if any worker needs a day off,

Kim Anderson (04:37:36):

We're on

Vanessa West (04:37:37):

Something else. Oh. Oh, you're not on employee health and safety?

Kim Anderson (04:37:41):

Nope. Well, we are on employee health and safety, but that's leave. That's different. Okay. So yes, we're leaving it as you got it. I'm almost done guys. Page hazard communication program. That's just another thing you need to do. What page? That would be him. Where

Jordan Walker (04:38:02):

Are we at? There's a vector solutions.

Kim Anderson (04:38:04):

I think there's a vector solutions on that. Indeed, indeed, indeed. So since you're designated, that's now your problem.

Vanessa West ([04:38:12](#)):

So I just gave Jordan a whole bunch more tasks. So how many more hours a week are we going to give him that needs to come into, but he said he was already doing

Kim Anderson ([04:38:20](#)):

That.

Vanessa West ([04:38:21](#)):

It's on a list of things, but he can't get to all of his list of things because we keep on giving him more. Why do you think the minutes aren't done? Because we've given him too many tasks that he can't get. It's done Well,

Jordan Walker ([04:38:30](#)):

That's more of a matter of getting the right method down.

Vanessa West ([04:38:34](#)):

It's still long because it's not enough time and a day.

Kim Anderson ([04:38:39](#)):

So I have skipped way, way ahead and this is,

Vanessa West ([04:38:47](#)):

We've

Kim Anderson ([04:38:47](#)):

Given him finish program, that's

Vanessa West ([04:38:49](#)):

Yours. He's not be able to do none of these

Kim Anderson ([04:38:51](#)):

Quickly. He needs to include and safety in the orientation. Another thing to throw on there, which can be just some online trainings. I'm blasting through this

Vanessa West ([04:39:10](#)):

Every meeting we have getting Gordon extra three to five, six hours of work

Caty Giovinco ([04:39:17](#)):

At least.

Kim Anderson ([04:39:21](#)):

Okay. The only other, yeah, I'm basically almost done. So the only other real question I had left was on separation from employment and they have it in here. So that would be on page 70. And SDAO had this whole section in here about if you lay somebody off so you guys run out of money and you can't have anybody come to work for a while, that you'll have the right to come back for full work for eight weeks.

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That's what they said. Eight weeks. If you're laid off for longer than eight weeks, then you're basically a new hire. Yeah. And is eight weeks the right number for you or not?

Caty Giovinco ([04:40:04](#)):

Yeah. Good. It seems fair. Yep.

Kim Anderson ([04:40:15](#)):

That's it. That gets me going on the next edition. Okay. And I'll go through and yeah, I'm still working on cybersecurity thing. Like I said, Hayek hasn't called me back, so it was hard to fill in some of those sections.

Vanessa West ([04:40:32](#)):

Oh, meeting is over

([04:40:36](#)):

And

([04:40:36](#)):

It's 9 49.

Art Donnelly ([04:40:38](#)):

Yay. Dinner time. What I'd like to call dinner time?

Vanessa West ([04:40:41](#)):

My breakfast pleasure and dinner time. I eat once a day usually. Usually about four or five.

Kim Anderson ([04:40:46](#)):

Sorry guys, I'm that ram. You

Art Donnelly ([04:40:48](#)):

Know. Better communication would make this awful lot easier. Yes.

Vanessa West ([04:40:54](#)):

I had no clue. I knew we were going to be talking about the budget. I didn't realize you were going to have

Art Donnelly ([04:40:59](#)):

Having meeting.

Kim Anderson ([04:41:01](#)):

I had a question. I'll go

Art Donnelly ([04:41:02](#)):

Ahead.