

GLENEDEN SANITARY DISTRICT  
Regular Board Meeting with Executive Session  
6595 Gleneden Beach Loop  
February 8, 2023  
4:00 p.m.

OPENING

President Phil Jensen opened the regular board meeting at 4:00 p.m.

ROLL CALL

Present in person were President Phil Jensen, Director Gary Wakeman, Director Ray Burleigh, Director Kent Stevens, Contract Superintendent Michael Bauman, Office Manager Danielle Hutton, and Recording Secretary Nancy Noteboom. Present via Microsoft Teams was Director John Alita. Absent was Attorney Adam Springer. In the audience we had three (3) guests; John Heath, Jay Gardner, and Jim Newton.

PLEDGE OF ALLEGIANCE

All stood for the Pledge of Allegiance.

ITEMS FROM THE AUDIENCE

None

ITEMS FROM THE DIRECTORS

None

MINUTES OF PREVIOUS MEETINGS

Director Stevens moved to approve the minutes from the January 11, 2023 regular meeting. Director Burleigh seconded the motion. All present voted in favor. The motion passed unanimously.

Director Wakeman moved to approve the minutes from the January 20, 2023 special meeting. Director Stevens seconded the motion. All present voted in favor. The motion passed unanimously.

Director Burleigh moved to approve the revised minutes from the December 14, 2022 regular meeting. Director Wakeman seconded the motion. All present voted in favor. The motion passed unanimously.

TREASURER'S REPORT

The Board reviewed the cash status, financial summary reports, and the payment of bills. Director Burleigh moved to approve the payment of bills. Director Wakeman seconded the motion. All present voted in favor. The motion passed unanimously.

It was noted that the Board has not received any financial reports from the City of Depoe Bay since November 2022.

## NEW BUSINESS

### Adopt Budget Calendar FY 23/24

A motion was made by Director Stevens and seconded by Director Burleigh to adopt the Budget Calendar for fiscal year 2023/2024, a copy of which is attached hereto, and by reference made a part of these minutes. All present voted in favor. The motion passed unanimously.

### Appoint Budget Officer FY 23/24

A motion was made by Director Burleigh and seconded by President Jensen to appoint Contract Superintendent Bauman as the Budget Officer for fiscal year 2023/2024. All present voted in favor. The motion passed unanimously.

A motion was made by Director Burleigh to give Patsy Ingram \$250.00 for her retirement gift. Director Stevens seconded the motion. All present voted in favor. The motion passed unanimously.

## SUPERINTENDENT'S REPORT

Superintendent Bauman informed the board that the Pump station upgrades are basically complete. Ken Condit w/ HHPR will be inspecting to verify the little items have been corrected. Once signed off we will make the final payment to R & G Construction along with the retainage of approximately \$10,000.

## OLD BUSINESS

President Jensen advised of the meeting scheduled with Mayor Short and Depoe Bay City Council to be held at Depoe Bay City Hall on Tuesday February 21, 2023 at 5 p.m. to discuss negotiating the contract termination. The meeting can be viewed via Zoom if you are unable to attend in person.

Director Alita advised that he will be unable to attend in person or via Zoom.

## EXECUTIVE SESSION


Director Burleigh moved to adjourn the regular meeting and convene executive session. Director Stevens seconded the motion. All voted in favor. Whereupon the Board entered into executive session pursuant to ORS192.660(2)(h) to discuss current litigation or litigation likely to be filed.

Director Burleigh moved to adjourn executive session and reconvene the regular meeting. Director Stevens seconded the motion. All present voted in favor and executive session was adjourned and the regular meeting was reconvened.

## ADJOURNMENT

There was no other business to come before the meeting. Director Wakeman moved to adjourn the meeting. Director Stevens seconded the motion. All present voted in favor. The motion passed unanimously. The meeting was adjourned at 4:53 pm.

Respectfully submitted,

 \_\_\_\_\_, President

 \_\_\_\_\_, Secretary