

Tri City Water and Sanitary Authority

Regular Board Meeting Minutes

August 13, 2025

The Board of Directors of Tri City Water & Sanitary Authority met on Wednesday August 13, 2025.

Call to Order: Meeting was called to order by Brandon at 6:30pm.

Pledge of Allegiance:

Roll Call:

The following board members were present: Brandon Legg, Jeremy Medley, Roger Phillips, Chris Dewald and Joe Pospisil.

Employees Present:

The following employees were present: Paul Wilborn, Gage Maddux and Lisa Rogers.

Minutes:

- Chris made a motion to accept July 9, 2025, Regular Board Meeting minutes. Joe seconded the motion. All in favor. Motion carried.

Wastewater Treatment Plant:

Cliff Church – Cliff was absent but provided the Board with a copy of his report. The report will be a permanent part of the minutes on file.

Visitors:

Manager Report:

- **Financial Report** – Paul reported that water and sewer service income was in line with the budgeted amounts. Expenses are in line with expectations.
- **No. 8 Pump Station** – Start-up was scheduled for Friday, August 8th but Flygt built and delivered the wrong pump control panel. The panel shop is supposed to be here during the first week of September to replace components in the control panel. We should be able to start up the new pump station at that time. Until then, we will be using our vacuum trailer to bypass pump.

- **Utility Shop Building Progressive Design Build** – Ordell is making good progress on the shop construction. There have been some minor issues that they will be correcting, but they have been receptive to my concerns. The building should be mostly complete by the end of this week. The overhead door company will be verifying rough openings tomorrow and the electricians are scheduled to continue work next week. There was a delay with the windows and doors, but they are expected to be installed by the end of the week. Emery and Sons is expecting to have a crew down the first part of September to finish up the water, storm drains and asphalt prep.
- **Angus Ln. water storage reservoir project** – Sean has been working diligently on plans and specs. We are close to sending it to the Oregon Health Authority for their review.
- **Valley Drive pump station** – I got an informal quote from Day or Night Electric for \$4,900. This is under the threshold for competitive bidding, so I asked them to schedule the work. It should be completed in the next week or two.
- **Audit Contract** – Auditors have been in the office for the past three days. They are nearly done with the in-office work and will be working on financial statements and other audit work within the next couple of months.

Operations:

- Brian Kelly – No report
- Cody Hammond – No report

Board Discussion:

Old Business:

New Business:

Items not on Agenda:

Review Monthly Bills for Payment & Adjourn: Jeremy made a motion to review the monthly bills and adjourn. Joe seconded the motion. All in favor. Motion carried.

Adjournment: The meeting was adjourned at 6:47 PM.

Attested to by: Paul Wilborn