

CPAWC Meeting Minutes

March 18, 2021
9:00am – 11:00am



Meeting Location:

On-line using Teams, hosted by Washington County
Recorder: Ken Schlegel (Ken_Schlegel@co.washington.or.us)

Attendance

Ken Schlegel	Jim Bateman	Bert Olheiser
James Vitko	Joshua Ellis	Keith Lewis
Kristal Strassel	Mark Crowell	Rae Sorenson
Steve Zigler	Krista Hawkins	Mike Russell

Meeting called to order, 9:00

Presentation

- None

Financial Report

Ken Schlegel, Treasurer

- Balance 3/18/2021 = \$33,234.34
 - Deposits = \$501.52
 - Expenses = \$0
- Statements available upon request

Committee Reports

Fleet Group, Steve Zigler (ZiglerS@SherwoodOregon.gov)

- No meetings have been held recently, no report

RDPO Updates, Keith Lewis (Keith_A_Lewis@co.washington.or.us)

- RDPO PWWG is emphasising emergency water system resiliency and grant funding
- Keith was asked to continue to provide bi-monthly report outs for CPAWC

Storm/Sanitary, James Vitko (vitkoj@cleanwaterservices.org)

- CWS has been having difficulty renewing certifications and having training due to COVID travel restrictions
- CWS also investigating reports from rate payer regarding toilets blowing up due to sewer work
- All members were asked to coordinate update reporting through James

Workshop Committee, Bert Olheiser (bolheiser@tualatin.gov)

- Reached out to three trainers for “leadership training”. CL Institute, Lighthouse Leadership, and Genie Nyquist. Lighthouse Leadership replied providing a variety of offerings and a price schedule (\$1,900 for 4 hours, \$3,200 for 7 hours).
- After discussion, the group’s consensus was for Bert to move forward with working out details with Lighthouse Leadership to deliver an on-line workshop, targeted for September. Krista offered to help.
- The budget for the workshop is healthy. Ken suggested that this year’s workshop be provided for no-cost to attendees. This will be decided upon at the May meeting.

Old Business

- Vacant Secretary Position Ken Schlegel
 - Mark Crowell will see if Cornelius might have a person
- Contact Updates Ken Schlegel
 - A new template for a contact list will be sent by March 31st for member agencies to update. Contacts should list only CPAWC representatives and regular meeting attendees.

New Business

- Motion to make name correction for IRS filing Ken Schlegel
 - Motion was made by Joshua Ellis for the correct name of “Coordinated Public Agencies of Washington County” to be filed with the IRS in accordance with the rules to update/change an agency name for 501.c.3 corporations.
 - Motion seconded by Keith Lewis and Mark Crowell
 - Motion was passed with 12 yes, 0 no votes
 - Ken will submit the change with the 2020 tax filings
- Discussion to suspend 2021/22 dues Ken Schlegel
 - The suggestion was presented to suspend the 2021/2022 dues due to projected revenue shortfalls by member agencies. **This will be discussed and decided upon at the May meeting.**
- Steering Committee members - need 2 at-large Ken Schlegel
 - CPAWC Bylaws list a steering committee consisting of the Officers, Committee Chairpersons, and two members-at-large. The member-at-large positions are currently vacant.
 - Ken will discuss the positions with two candidates off-line. This will be discussed at the May meeting with the goal of adding two members-at-large
- Equipment Sharing Catalog & Monthly report Ken Schlegel
 - A new Equipment Catalog template has been created that allows member agencies to list equipment they are able to make available for sharing. Member agencies will be asked to update their list, along with costs and contacts, to be sent to the membership at the July meeting.

Topic of the Month

- None

CPAWC at Work - equipment sharing reports

Everyone

Clean Water Services - still has a track hoe borrowed from Beaverton

Lake Oswego - No shares or loans

Hillsboro - No shares or loans

Washington County - WashCo and Tigard shared a sand storage site for the winter snow storm. WashCo and ODOT shared another sand storage site. WashCo is using the Cornelius spoils dewatering site. WashCo also responded to assist with road closures for the fire in Cornelius on 3/16/21.

Beaverton School District - No shares or loans

Cornelius - Still providing access to their dewatering site for small loads of spoils. Borrowed a trailer from Forest Grove to pick-up and deliver a new piece of equipment. A bucket truck was loaned to Banks. Responded to the fire in Cornelius on 3/16/21 and sought assistance from CPAWC members. Cornelius borrowed equipment from Ken Leahy Construction to protect the surface water collection system from run-off from the fire.

Columbia County - No shares or loans

Gresham - No shares or loans

Sherwood - Provided a large generator and a chipper to Aurora after the ice storm

Please submit your sharing logs online at www.cpawc.org. Use the "Contact Us" tab. Thank you!!

NEXT MEETING

May 20, 2021

On-line via Teams Hosted by Washington County

Meeting adjourned 10:40