

McMinnville Water & Light
Commission Meeting
June 21, 2022

The McMinnville Water and Light Commission met in regular session at McMinnville Water and Light's Commission Room (855 NE Marsh Lane) at 5:00 pm. This meeting was also conducted electronically via Zoom. The meeting was live streamed on YouTube at https://www.youtube.com/channel/UC_Xa8f4W09mzOp8O3Tfo-5g/live.

Those present were: Interim Mayor Remy Drabkin, Commissioners Tom Tankersley, Ed Gormley, and Kathy Tate.

Absent: Jody Christensen (excused).

Staff present: General Manager John Dietz, General Counsel Sam Justice, Clerk Trena McManus, Finance Director Mark Dunmire, Water Division Director James Burke, Electric Division Director Scott Rosenbalm, Purchasing Manager Chad Hudson, Power Resource Manager Jaime Phillips, Customer Service Manager Jon Spence, Human Resources Manager Marci Humlie, Electric Superintendent Gene Crowston, and IT Manager Thad Woodworth.

Visitors present: Brent Keller of Mason, Bruce & Girard, Gary Eastlund of Hagan Hamilton Insurance, Clark Balfour of Cable Huston, and Mark Davis.

Interim Mayor Drabkin called the meeting to order.

Clerk McManus took roll call.

Interim Mayor Drabkin read the items on the consent agenda and asked if the commission wanted to remove any items.

General Counsel Justice requested that item g. Approval of Sidewalk Easement be removed from the consent agenda and moved to New Business. Interim Mayor Drabkin also requested that the minutes (item a.) be approved separately since she was not a member of the commission for the meetings listed.

It was moved by Commissioner Gormley, seconded by Commissioner Tankersley, and passed with 3-ayes and 1-abstention (Interim Mayor Drabkin abstained) to approve the minutes of previous meetings dated April 26 and May 17, 2022.

It was moved by Commissioner Gormley, seconded by Commissioner Tate, and passed by a unanimous vote to approve the remaining items listed on the consent agenda:

b. Commission approval to engage in a public improvement contract with Magnum Power, LLC for the installation of (2) owner supplied direct embedded steel power poles at West 2nd Street & Hill Road for \$103,362.00 as the responsible bidder submitting the lowest, responsive bid per OAR 137-049-0390(1) and to authorize the mayor and clerk of the commission to sign said contract pending issuance of a notice of intent to award and no protest being filed.

c. Commission approval to execute US Bank's Master Services Agreement and Appendix A-1 to remove Mayor Hill and add Interim Mayor Drabkin as bank account signer.

d. Commission review of annual financial reports (FY 20/21) for the Oregon Savings Growth Plan (OSGP).

e. Commission authorization to utilize the underground fund for converting existing facilities to underground in the alley on NE 3rd Street (between NE Ford & NE Galloway St.) in the approximate amount of \$15,000.

f. Commission approval of the Agreement for Customer Billing Services with the City of McMinnville, acting by and through its city council, and authorizing the mayor and clerk to sign.

Interim Mayor Drabkin asked if there were any questions regarding the accounts payable and purchasing reports that were included in the commission packet.

Mr. Brent Keller of Mason, Bruce & Girard (MB&G) gave his monthly report on forest management activities.