

McMinnville Water & Light
Commission Meeting
March 21, 2023

The McMinnville Water and Light Commission met in regular session at McMinnville Water and Light's Commission Room (855 NE Marsh Lane) at 4:30 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: Mayor Remy Drabkin (arrived at 4:39 pm) and Commissioners Tom Tankersley, Ed Gormley (arrived at 5:02 pm), Jody Christensen, and Kathy Tate.
Absent: None.

Staff present: General Manager John Dietz, General Counsel Sam Justice, Clerk Trena McManus, Engineering & Operations Director James Burke, Power Resource Manager Jaime Phillips, Human Resources Manager Marci Humlie, Finance Director Mark Dunmire, Purchasing Manager Chad Hudson, Electric Engineering Technician Jacob Wilson, GIS/Drafting Technician Dominic Humlie, and PC Technician Tony Fait.

Visitors present: Brent Keller of Mason, Bruce & Girard and Mark Davis.

Commission Chair Tankersley called the meeting to order.

Clerk McManus took roll call.

At 4:32 pm, Commission Chair Tankersley called for an executive session pursuant to ORS 192.660(2)(f) to consider information or records that are exempt by law from public inspection under ORS 192.355(4), as submitted in confidence with obligation not to disclose, and ORS 192.355(9) relating to confidential or privileged records and ORS 40.225 attorney client communications; and asked those not involved in the executive session to leave the room (virtually and in person). No press was present to be advised not to report on the subject matter of the executive session.

Mayor Drabkin arrived at 4:39 pm.

Mayor Drabkin reconvened the regular meeting at 5:02 pm.

Commissioner Gormley arrived at 5:02 pm.

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

Mayor Drabkin asked staff if the city has been contacted to see if there is any interest in purchasing the items listed for surplus. General Manager Dietz noted that staff will contact the city prior to listing the items for sale.

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

- a. Minutes of previous meetings dated February 8 and February 21, 2023.
- b. Commission declaration that based on the written finding that the two lowest bidders were nonresponsive and also overall errors in the bids to Solicitation #02282023: Traffic Control & Flagging Services for Maintenance Projects, finding it is not in the public interest per ORS 279B.100 and OAR 137-047-0650(a) & (f) to award a contract, and therefore to reject all bids, notify all offerors with reasons for rejection, and rebid using a formal sealed bidding process for these same services.
- c. Commission approval to award a personal services contract to GSI Water Solutions, Inc. (GSI) for the update to the Water Management and Conservation Plan per ORS 279C.110 (10) (direct selection as most qualified) and to authorize the mayor and clerk of the commission to sign the contract for an amount not-to-exceed \$27,000.00.
- d. Commission declaration of surplus for one 2011 Ford F-450 2WD pickup (#615), and various IT equipment (cameras, camera accessories, video recorder, radio equipment, etc.) and approval for General Manager to determine the method of disposal that best serves the interests of MW&L in accordance with Section 8 of MW&L's Public Contracting Policy (Resolution 2022-1).

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

Electric Engineering Technician Jacob Wilson and GIS/Drafting Technician Dominic Humlie were introduced to the commission.

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

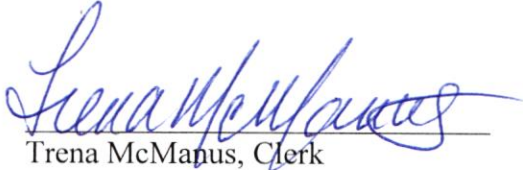
Power Resource Manager Jaime Phillips updated the commission on a recent sale of clean fuel credits (CFC's). Ms. Phillips noted that Resolution 2022-5 authorized staff to pledge MW&L's 1,544 CFC's to the DEQ Credit Clearance Market and approved the sale of some or all of the credits, pursuant to MW&L's Contracting Policy. In August 2022, MW&L sold 265 CFC at \$117 per unit. More recently in March 2023, MW&L successfully made a sale of 1,000 CFC's at \$120 per CFC, for a total sale value of \$120,000.

Purchasing Manager Chad Hudson presented a draft update to the Public Contracting Policy to the commission for review. The notable modifications to the policy were: disposition of surplus property, credit cards, blanket purchase orders, and check program. The draft also calls out as a guide post other contracting authority already delegated to the general manager by other commission policies/rules in the area of net metering, joint use, and extension agreements. There was a discussion. Staff will continue to work on the draft policy and bring back to the commission for further consideration.


Finance Director Mark Dunmire reported to the commission that an annual financial review of Schnitzer Steel Industries, Inc. (parent company of Cascade Steel Rolling Mills, Inc.) was recently conducted, per the contract requirements with Cascade Steel Rolling Mills, Inc. Mr. Dunmire stated that all of the performance metrics (per Cascade contract) were met in the financial review.

There being no further business, the meeting was adjourned at 5:52 pm.

Prepared by:


Trena McManus, Clerk

Presided by:


Mayor & Ex-Officio Member of the
Water and Light Commission