

**NRSA Regular Board Meeting & Executive Session  
June 19, 2025**

**Call to Order-** Jim called the regular meeting to order at 9:00 a.m.

**Board Members Present:** Jim Affolter, Dave Benneth, Alex Sifford, Earl Ingle & Rick Jorgensen.

**Absent:** None.

**Staff Present:** Annis Leslie- Office Manager & Derrick Shippee- Operations Manager

**Patrons/Guests:** Jeff Walton & Christi Clark. Chris Griffith via MS Teams

**Additions/Changes to the Agenda-** None

**Minutes for 5/21/2025:** Alex motioned to approve the April minutes. Rick seconded. Motion carried.

**Public Comment-** Jeff thanked Derrick for his help with the paving project request. Jeff asked about the motion to drop the Walton litigation at the April meeting and why it was taking so long to get it wrapped up. Jeff said he had arranged a survey of metes and bounds of the roadway that goes across the Walton property that would be done on June 20<sup>th</sup> and paid for by the title company. Jim indicated that we would be having an executive session today to get an update from our counsel.

Jeff left at 9:07 a.m.

Patrons left as Jim recessed the regular session and opened the executive session pursuant to ORS 192.660(2)(h) to consult with legal counsel and 192.660(2)(i) to evaluate personnel. Chris and staff left at 9:35a.m.

Jim adjourned the executive session at 9:50 a.m. and opened the Budget Hearing. (See separate minutes.)

Jim reconvened the regular meeting at 9:52 a.m.

**MANAGER'S REPORT** – See attached.

**OLD BUSINESS-** None.

**NEW BUSINESS-**

**Office Lease-** The board reviewed the office lease agreement for the next fiscal year. Earl motioned to sign the lease agreement. Rick seconded. Motion carried unanimously.

**Resolution 2025-02 Certification of Delinquent Sewer Service Accounts-** Alex motioned to adopt Resolution 2025-02. Rick seconded. Motion carried unanimously.

**Resolution 2025-03 Adoption of the 2025-2026 Budget & Appropriation of Expenditures-** Earl motioned to adopt Resolution 2025-03. Rick seconded. Motion carried unanimously.

**FINANCIAL**

**Accounts Payable**

The board reviewed the payables for May 22-31 in the amount of \$5,609.02. Earl motioned to approve the remaining May expenses. Dave seconded. Motion carried. Total accounts payable were \$22,535.20.

Payables for June 1-19 in the amount of \$9,508.19 were reviewed. Alex motioned to approve the June expenses to date. Earl seconded. Motion carried.

#### **Accounts Receivable**

Receivables were reviewed. Prepaid accounts totaled \$13,583.39. Past due accounts totaled \$13,174.75.

It was the consensus of the board to give Derrick a 5% raise to get him within the current range of Operations Managers' rate of pay. Annis will receive a 3% raise. The board declined to give Casey a raise with the hope that he will pass his treatment exam prior to his probationary period ending in August. The board will reconsider at that time.

**NEXT BOARD MEETING:** July 23, 2025 @ 9:00 a.m.

#### **ADJOURN**

The meeting adjourned at 10:50 a.m.

Respectfully submitted,

Annis Leslie, Office Manager