

MSD METROPOLITAN SERVICE DISTRICT

NEW ADDRESS: 527 SW Hall, Portland, Oregon 97201 222-3671

MSD BOARD OF DIRECTORS

MINUTES OF JUNE 13, 1975 MEETING

BOARD MEMBERS IN ATTENDANCE

Robert Schumacher, Chairman
Miller Duris
Jim Robnett
Mel Gordon

ADVISORS IN ATTENDANCE

Dean Gisvold, Attorney
Bob Brown, DEQ

GUESTS IN ATTENDANCE

List attached

STAFF IN ATTENDANCE

Charles Kemper
Merle Irvine
Rena Smith
Jean Woodman
Sandra Bauer

There being a quorum present, the Board considered the following items of business:

I. MINUTES

Commissioner Gordon moved to approve the minutes of May 23, 1975 as submitted. Mayor Duris seconded the motion. The motion carried unanimously.

APPROVED METROPOLITAN
SERVICE DISTRICT
BOARD OF DIRECTORS

ACTION NO. 75-363

DATE

7/11/75

BY

Jean Woodman
CLERK OF THE BOARD

II. ACCOUNTS PAYABLE

Mayor Robnett moved to approve the Accounts Payable, Voucher Numbers 157 through 170, in the total amount of \$1,611.41. Commissioner Gordon seconded the motion. The motion carried unanimously.

III. PUBLIC COMMUNICATIONS

Commissioner Schumacher asked if there was anyone in the audience that wished to address the Board on matters not listed on the meeting agenda, and there was no response.

IV. ORDINANCE NO. 28 - SECOND PUBLIC HEARING

Commissioner Schumacher opened the public hearing to give second consideration to Ordinance No. 28. Ordinance No. 28 amends Ordinance No. 3, Ordinance No. 11, and Ordinance No. 12, in order to limit the storage period of scrap tires, account for retreadable tires transported outside of the Metropolitan Service District, modify the penal bond sections, increase the number of tires delivered in one load to the processing facility by anyone other than a tire carrier, and require general scrap tire collection receipts and general processing center receipts to be submitted by the tenth of the month following the collection or disposal of tires; repealing ordinance no. 17; establishing procedures and standards for evaluating applications for tire carrier permits and processing center authorizations, and procedures for denying or withdrawing a permit.

Commissioner Schumacher asked if there was anyone in the audience that wished a copy of the ordinance that did not have one. There was no response.

Mayor Duris moved to read Ordinance No. 28 by title only. Commissioner Gordon seconded the motion. The motion carried unanimously.

Mr. Kemper read Ordinance No. 28 by title.

Mayor Duris question Section II.3.4. and 5 as to whether they referred to all tire carriers or an individual tire carrier, and Mr. Irvine answered that it was in reference to the individual carrier.

Mayor Duris moved to amend Section II 3.4. and 5 to read "A tire carrier". Commissioner Gordon seconded the motion. The motion carried unanimously.

Commissioner Gordon questioned not including a stated rate under Section III as a unit charge per tire, and Mr. Kemper answered that MSD establishes a disposal charge only and that a charge for additional transportation required would be part of the collection fee which comes under the authority of the counties. Mr. Irvine stated that the individual could dispose of his tires at another location if he felt the rate charged was too high. He also stated that the ordinance has been in effect since August of 1974 and no complaints have been received; however, if a problem arose, the Board could consider setting a rate at a time when more data would be available.

Commissioner Schumacher asked for public testimony, and there was no response.

Commissioner Gordon moved to adopt Ordinance No. 28. Mayor Duris seconded the motion. The motion carried unanimously.

V. ORDINANCE NO. 29 - EMERGENCY ORDINANCE

Commissioner Schumacher opened the public hearing to give consideration to Emergency Ordinance No. 29. Ordinance No. 29 adopts the annual budget of the Metropolitan Service District for the fiscal year beginning July 1, 1975, making appropriations from the funds of the District in accordance with said annual budget, authorizing the drawing of warrants, limiting expenditures for salaries and wages to the positions listed in the detailed approved budget, and declaring an emergency so that the budget may be adopted for the fiscal year beginning July 1, 1975, and so that the fiscal obligations of the District may be met.

Commissioner Schumacher asked if there was anyone in the audience that did not have a copy of the ordinance and wished one. There was no response.

Mayor Duris moved to read Ordinance No. 29 by title only. Commissioner Gordon seconded the motion. The motion carried unanimously.

Mr. Kemper read Ordinance No. 29 by title.

Mr. Kemper stated that the FY 75-76 budget was received by the Tax Supervision and Conservation Commission and was given public hearing on June 3, 1975. The Tax Supervision and Conservation Commission has indicated that they have no comments or recommendations on the budget, and it was, therefore, appropriate to adopt the budget by ordinance. The budget proposed for adoption by Ordinance No. 29 is the same budget which received public hearing before the Tax Supervision and Conservation Commission.

Commissioner Schumacher asked for comments from the Board, and there was no response.

Commissioner Schumacher asked for comments from the audience, and there was no response.

Mayor Duris moved to adopt Ordinance No. 29. Commissioner Gordon seconded the motion. The motion carried unanimously.

VI. ADMINISTRATION

A. MSD/CRAG Services Agreement Extension to June 30, 1976

The Board considered the MSD/CRAG services agreement. Mr. Kemper stated that the agreement contained no major changes from the 1974-75 agreement.

B. MSD/CRAG Lease Extension to June 30, 1976

Mr. Kemper stated that this contract extends the existing lease agreement with CRAG and has a limited amount of \$8,000.

C. Personnel Manual Approval

Mr. Kemper stated that staff had received no comments from the Board on the Personnel Manual and requested approval so the manual could be put into effect prior to July 1, 1975. Commissioner Gordon questioned travel expense as set out on Page 15 of the manual, suggesting that a per diem dollar amount be set and that the Board authorize use of a credit card for expenses.

Mr. Kemper suggested setting out use of a credit card under the MSD Administrative Procedures rather than under the Personnel Manual.

Commissioner Gordon moved to establish a per diem dollar amount not to exceed \$20 per day for travel expenses and authorize use of credit cards. Mayor Duris seconded the motion. The motion carried unanimously.

D. Registered Agent Approval - Dean P. Gisvold

Miss Smith stated that a requirement of the State Corporate laws called for a designation of an MSD registered agent and registered agent address. Staff was requesting approval of Dean Gisvold as the registered agent with 1408 Standard Plaza as the registered address.

E. FY 1973-74 Budget Resolution to Expend Carryover

Miss Smith stated that the 1973-74 audit had just been received and showed a carryover of \$49,979.68 for that fiscal year. Staff was requesting that the Board approve appropriation of these funds for expenditure.

F. FY 1974-75 Budget Audit Contract Approval

The Board considered the agreement between MSD and Coopers & Lybrand, for work on the 1974-75 audit. Mr. Gisvold stated that the contract had been amended by Coopers & Lybrand since he reviewed it and suggested eliminating the first four lines under item 8, and rewording the last sentence to read: "MSD hereby affirms that proper provision for the payment of such fee has been or will be duly made and that funds for the payment thereof are or will be made legally available.

Mayor Robnett moved to amend item No. 8 of the Audit Contract as suggested by Mr. Gisvold. Commissioner Gordon seconded the motion. The motion carried unanimously.

G. American Public Works Association Conference Attendance -
Approval for Charles Kemper

This item would approve attendance by Mr. Kemper at the APWA Conference in New Orleans, beginning on September 20, 1975.

Commissioner Gordon moved to approve items A through G as amended approving the MSD/CRAG Services Agreement Extension; approving the MSD/CRAG Lease Agreement Extension; authorizing the Chairman to sign the agreements; approving the MSD Personnel Manual; approving Dean Gisvold as the MSD registered agent; approving the FY 1973-74 budget carryover in the amount of \$49,979.68; approving the MSD/Coopers & Lybrand audit contract and authorizing the Chairman to sign the agreement; and approving Mr. Kemper's attendance at the APWA conference. Mayor Duris seconded the motion. The motion carried unanimously.

VII. OTHER BUSINESS

Mr. Kemper presented the Board with staff's work tasks he felt would need to be accomplished prior to approaching the State Emergency Board with a funding request as directed by the Board at the June 6, 1975 meeting.

The Chairman and MSD Board directed staff to continue with the proposed work tasks (attached).

There being no further business to come before the Board, the meeting adjourned at 3:10 P.M. Tapes of the Board meeting are retained in the MSD files.