

Thursday, 7:00 P.M.

December 7, 1995

**UTILITY RATE REVIEW COMMITTEE
MINUTES**

Wastewater Treatment Plant

Newberg, Oregon

Members Present:

Karl Rolf Bueltmann
Brett Veatch
Paula Fowler
Barry Babin
Myrna Miller

Members Absent:

Donna John-Watson
Karlene Ferrell
Scott Reinhardt

Staff Present:

Duane Cole, City Manager
Chuck Liebert, Utility Manager
Katherine Tri, Finance Director
Greg Scoles, Community Development Director

1. Call to Order

The meeting was called to order at 7:00 pm by City Manager Cole.

2. Roll Call and Introductions

Kathy Tri took roll call and introduced all the committee members.

3. Organization of Committee: Chair, Vice Chair, Secretary

Motion: Miller/Fowler to elect Scott Reinhardt as Chair. Motion passed unanimously.

Motion: Miller/Babin to elect Paula Fowler as Vice Chair. Motion passed unanimously.

Motion: Babin/Miller to elect Brett Veatch as Secretary of the committee. Motion passed unanimously.

Vice Chair Fowler assumed responsibility for running the meeting in the absence of the Chair.

4. Tour of Facilities

Mr. Liebert and Mr. Scoles presented a slide show on the water and wastewater systems.

5. Review of Notebooks and Scope of Review

Ms. Tri reviewed the notebook contents which included the following sections:

I. Minutes:

To keep all the agendas and minutes.

II. Ordinances:

Newberg Ordinance #2150 and #1040 pertaining to water and sewer systems.

III. Rate Resolutions:

Newberg Resolution #92-1750 and #91-1632 outlining the current rates.

IV. Studies:

Rate Survey conducted by Oregon Environmental Council, 1992 Sewer Utility Rate Review, Sewer and Water Rate Study; and Sewer and Water Master Plans.

V. Financial Information:

Schedule of Future Bonded Debt Service, Current year budget showing the funds that support the water and sewer systems.

	Sewer	Water
Operating Funds	06	07
Replacement Funds	26	27
Systems Development Funds	46	47

Items to be discussed at the next meeting will be:

1. Rate Model
2. Water and Wastewater Budgets

6. Future Meeting Dates

The next two meetings are set for January 10, 1996 and January 24, 1996. All meetings will be at 7:00 pm at the Wastewater Treatment Plant.

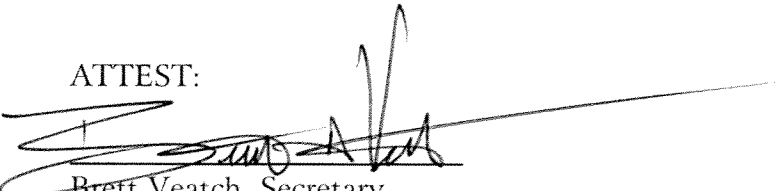
7. Adjournment

The meeting was adjourned at 8:15 pm.

Passed by the Utility Rate Review Committee on this 10th day of January, 1996.

Approved Unanimously

ATTEST:


Brett Veatch, Secretary