

OTTER ROCK WATER DISTRICT

MEETING SUMMARY

Board Meeting - April 9, 2024

IN ACCORDANCE WITH OREGON PUBLIC RECORDS LAW, A RECORDING OF THIS MEETING IS POSTED, IN LIEU OF WRITTEN MINUTES, ON THE DISTRICT WEBSITE, AND IS PRESERVED ON DIGITAL MEDIA AS A PERMANENT RECORD

A) Call to Order via ZOOM: The regular monthly Board Meeting of the Otter Rock Water District Board was held on April 9, 2024 via ZOOM. The meeting convened at 6:01 pm with Commissioner Hall presiding.

B) Roll Call:

Members In Attendance: Goldhammer, Lombardi, Elliker, and Hall

NWNW dba Hiland representative: Curtis Olson

Public in Attendance: The Mullins, The Harts, Andy Gogkin, unknown

C) Consent Agenda:

Approval of Board Meeting minutes for March 12, 2024

A motion was made to approve the March 12 meeting summary by Commissioner Goldhammer, second by Commissioner Elliker

Lisa Yes/ Kellie Yes/ Beth Yes/ Eileen Yes

Motion carried.

D) Reports, update and announcements

a. **Water Operator's Report** - Curtis reported that had been a "normal" month with the exception of trying to get water shut off for 165 3rd St. Cody had been out and thought he knew general location and brought out the vac trailer, unable to find. Erin came out to try to find corp stop and unable to find. It may be up to 7 feet deep. Home owner is considering trying to find their line and put a shut off on their property. Alternatives were discussed in attempt to be able to assist home owners with water shut off. Board volunteers will continue to look for corp stops and refine maps. Beth will get Curtis some revised maps and list for next new meters to install. Curtis apologized for invoice and meter readings delay.

b. **Office/Treasurer's Report** The Treasurer's Report was presented by Commissioner Elliker. See the website for the Treasurer's reports. A recently received System Development Charge payment of \$13,303 was transferred from the General checking account to the System Development account. Addition to bills to pay Renewable Resources for water testing. Northwest Natural Water/Hiland is paid for base rate as they have not submitted invoice prior to meeting. There were no questions regarding the Treasurer's Report.

A motion was made to approve the Treasurer's report by Commissioner Goldhammer, second by Commissioner Lombardi.

Hall Yes /Lombardi Yes / Elliker Yes/ Goldhammer Yes

Motion carried

A motion was made to pay the bills by Commissioner Elliker, second by Commissioner Hall.

Hall Yes/ Lombardi Yes / Goldhammer Yes / Elliker Yes

Motion carried

c. Update on roofing. Beth awaiting the final updated bid from DMB with using Owens-Corning material, she thinks it will be about 10,821 dollars and they should be able to start in May. Eileen and Beth will look to adjust the budget and propose a resolution of transferring funds.

d. Update on FEMA, Business Oregon and Civil West. Michelle had sent email that the PSU income survey we had previously done, after adjustment of the the median income, shows that we have gone from being just above to just below. We now qualify for a 1% interest on the payment of the life of the project loan. There is a requirement from FEMA that we need to be named in the Lincoln County Natural Hazard Mitigation Plan to get the FEMA funding. Beth says that FEMA had said they would do this for us, Civil West was also going to follow up. Nothing new from Civil West with exception of first invoice for approximately 8 hours work. Will need to consider costs when creating budget for 2024/2025.

e. Update on Budget Committee- Proposed rate increases, Eileen has stamped and labeled envelopes and just waiting for letters to be returned from the printer, hopefully tomorrow 4-10. Beth will post on the website and send one more email to the news group. We will need to do another mailing later when it is time for the Budget Hearing. Next Budget Committee meeting is next Tuesday 4-16 at 6:00 pm via ZOOM, Lisa put forth an invitation for all to attend.

E) Other Correspondence - None

F) Special Order of Business None

G) Ordinances - None

H) Resolutions Officer Roles Policy. Beth states a draft is on the website. There was no discussion as had been previously reviewed and addressed.

A motion was made by Commissioner Elliker to adopt Resolution 2024-25, Commissioner Lombardi seconds.

Hall Yes/ Lombardi Yes/ Elliker Yes/ Goldhammer Yes

Motion passes.

I) Public Comments - None

J) Board Member Comments - Beth would like us to spread the word that we could use some volunteers to help locate corp stops. The next batch are rather tricky, involve brush cutting. As many of use are seniors, we should make sure any are up for the task. Kellie says Francis would probably do again. Eileen says with some notice she could probably help. We have two on B Street that are mandatory for the EPA Survey by October 2024. Beth also says to be mindful that while working to locate corp stops and place meters Hiland has had some customers express concern about plantings in the right of way. Discussed writing up a tactful

explanation to post on Website, Kellie said she would do that. Lisa brought up the issue with district email list and non-district business emails, reported discussed at March meeting. Beth had made a second list for community notices not district related and when posting the reminder for the monthly pot-luck will send a notice for any customers not wanting community oriented emails to let her know and will be removed from list. Kellie and Eileen will schedule time to get trained on managing website with Beth sometime late May or in June.

The next Board Meeting will be May 14th, 2024 at 6:00 PM via ZOOM. Elliker will preside.

Meeting was adjourned at 7:05 PM

Submitted by Commissioner Lombardi