

OTTER ROCK WATER DISTRICT

MEETING SUMMARY

Board Meeting –June 11, 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 June 11, 2024 via ZOOM. The meeting convened at 6:03 pm with Commissioner Hall presiding.

B. Roll Call:

- Members In Attendance: Hall, Elliker, Goldhammer, Lombardi,
- NWNW/Hiland representative: Curtis Olson
- Public in Attendance: Theresa Zawalski, The Mullins, The Harts,

C) Begin with Theresa Zalwalski's application for Commission 5 position.

Commissioner Elliker makes a motion to vote on appointing Theresa Zawalski to Commissioner 5 position, Commissioner Lombardi seconds.

Hall - Yes, Elliker - Yes, Goldhammer - Yes, Lombardi - Yes.

Motion passes. Commissioner Hall gives the Oath of Office and Commissioner Zawalski is sworn in

D) Consent Agenda:

Approval of Board Meeting minutes for May 14, 2024 Board Meeting, the summary for the May 16th Budget Committee Meeting and the summary for the March 19th Working Session that we forget to vote on at The April Board Meeting

A motion was made to approve the summaries for 3-19, 5-14 and 5-16 meetings by Commissioner Goldhammer, second by Commissioner Elliker

Hall - Yes, Elliker - Yes, Goldhammer - Yes, Lombardi - Yes, Zawalski - Yes.

Motion carried.

E) Reports, update and announcements

- Water Operator's Report** – Curtis reported that 10 meters were done. There are 2-3 meters left, some are refurbished. We will need to order more meters, boxes and supplies. Need to find more corp stops, community volunteers will continue to look for them and give NWNW/ Hiland a list. Disinfection by-products testing, needs to do in June or July. Beth believes we have to do lead/copper test in August. CCR needs to be done and posted by the end of the month, Curtis will follow up. Spring 2 is down but good overflow rate. There are 2-4 negative numbers which are probably misreads, two of the new meters on C Street were not read. Curtis notes item on the agenda there is a discussion on limiting time spent looking for corp stops, explained in an effort to save the district money we are looking at developing a policy and will communicate what we develop.
- Office/Treasurer's Report** The Treasurer's Report was presented by Commissioner Elliker. See the website for the Treasurer's reports. All accounts reconciled.. There were no questions regarding the Treasurer's Report.
A motion was made by Commissioner Lombardi to approve the Treasurers Report, Commissioner Goldhammer seconds
Hall - Yes, Elliker - Yes, Lombardi - Yes, Goldhammer - Yes, Zawalski - Yes
Motion passes
A motion to pay the bills was made by Commissioner Lombardi, second by Commissioner Goldhammer
Hall - Yes, Elliker -Yes, Lombardi - Yes, Goldhammer - Yes, Zawalski - Yes
Motion passes
- Update on FEMA, Business Oregon and Civil West.** We will need a contract with Civil West,

Keven said that it may be 2-3 weeks to get to us. There is nothing new with FEMA. Kellie asked if there was a contingency plan if FEMA does not come through for the tanks. Eileen explained that this has been discussed and at some point Civil West will need to have an alternative plan for us. SDAO has a one page resource for what we should have on a contract. We should have someone else review it before we sign it. This is a contract with the engineer not yet the contractor. The whole system needs to be engineered whether we can do the whole project construction or not, we may need two designs. Further discussions will be needed, Kellie wants to know if pipes replaced but tank is not would there be enough pressure with the gravity fed system.

d. Update on the Budget Committee- it is done. We will have the Budget Hearing on June 25th. Notices are at the printers and will go out. We have a new total for the cash on hand than when we approved the budget. Discussions of options of where to put the money. We will address at the meeting of the 25th.

e. Update on the grounds maintenance of the Tank Farm, he will charge the same amount as last year.

Commissioner Elliker makes a motion to hire Jerry Sievers to clear the grounds at the Tank Farm, Eileen seconds

Hall - Yes, Elliker - Yes, Lombardi - Yes, Goldhammer - Yes, Zawalski - Yes.

Motion passes.

F) Other Correspondence — Beth will send out a community email regarding Friends of Otter Rock, educational meeting at Inn of Otter Crest regarding McKenzie River Trust buying 27 acres to be used as nature reserve, working with Lincoln County and Confederated Tribes of Siletz for Indigenous stewardship.

G) Special Order of Business — NWNW/Hiland Discussion regarding developing a policy to limit the amount of time NWNW/Hiland will spend looking for corp stops to avoid the recent experience of being charged for 17 man hours to find a corp stop that Beth and Craig found in 5 minutes. The board recommends limiting the amount spent looking for corp stops to one hour. Kellie will write up a policy and send out to board members for approval.

H) Ordinances — None

I). Public Comments — Pat asks whether we should have our own team of volunteers to find corp stops, we kind of already do, Pat volunteers to help. Beth will send out an email about possible dates and times. Thanks to Pat for volunteering. In discussing corp stops we took up the ordering of meters and Commissioner Zawalski makes a motion, if the meters are not more than double what we've paid in the past, to order 20-25 meters, Kellie seconds

Hall - Yes, Elliker - Yes, Lombardi - Yes, Goldhammer - Yes, Zawalski - Yes

J) Board Member Comments — Beth brings up the orientation checklist and getting Theresa set up with district email, keys, signature on bank accounts, lock code, etc. Lisa has the password to get Theresa on the email account. Theresa has reviewed the SDAO Handbook. July potluck may change, good chance will move to the 20th.

K) The next Budget Hearing meeting is June 25th at 6:00 pm via Zoom. The next Board Meeting will be July 9, 2024 at 6:00 PM via ZOOM.

Meeting was adjourned at 7:17 PM

Submitted by Commissioner Lombardi