

# OTTER ROCK WATER DISTRICT

## MEETING SUMMARY

### Board Meeting – April 14, 2026

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 14, 2026 via ZOOM. The meeting convened at 6:02 pm with Commissioner Hall presiding.

#### B. Roll Call:

- Members In Attendance: Commissioners Hall, T. Zawalski, and R. Zalwalski. Goldhammer absent
- Staff members present: none
- NWNW/Hiland representatives: Curtis Olson
- Public in Attendance: Patti, Mullins, Michael, Beth, Kellie

#### C. Consent Agenda:

Approval of meeting summary for Board meeting 3-10-26

A motion to accept the meeting summary of 3-10-26 was made by Commissioner R. Zawalski and second by Commissioner Hall

Hall - Yes, R. Zawalski - Yes, T. Zawalski - Yes

Motion passes.

#### D. Reports, update and announcements

a. **Water Operator's Report** – Curtis states report will be short. Overflow has not changed, aquifers are good. Rod had a question about our overflows, they have been the same for two months but our flow rates have tripled so he did not understand how that could be. Curtis was not aware flow rate had tripled from 60 gpm last month to 180 gpm on March 26th. Spring #2 was 900. Curtis said that the numbers were switched on the PDF and not sure why, he will correct it, and send over a corrected PDF. Theresa said she does the meter monitoring and the overflow rate has been exactly the same for three months and she does not know how that can possibly be. Curtis explained the process for how they measure the flow rate...they fill a fifteen gallon container and then do the math for how long it takes to fill and figure the gpm. Theresa said if individual spring flow rates change how can the overflow rate remain constant. Curtis explained that each individual spring will overflow and then they all feed into the tank and that is the overflow measured. Loss factor, while negative, is consistent. Rod says that the use was 365 gal for the whole system but we used more than that and that leads him to believe the master meter is inaccurate. Curtis thought it was, explained how the master meter is not designed to pick up the low flow in the pipe. Curtis explained what kind of meters we could get for our new system, says we should be looking at what would be the most accurate. Chlorine residuals dipped but chloroform tests clean. Curtis asked if there was a schedule for the geotechnical survey, Theresa said the 23 thru 27th, Curtis did not see the locates come in, Theresa is sending them a note about communications. Curtis is going on Paternity Leave June 1st and is training a replacement.

#### b. **Office/Treasurer's Report**

The Treasurer's report was read by Commissioner Hall, Commissioner Goldhammer had prepared. See the website for the Treasurer's reports. All accounts reconciled. Accounts payable to approve \$16,190.76, to pay \$5,409.76 with \$10,781 coming from Civil West/Business Oregon. A motion was made by Commissioner T. Zawalski to accept report and pay bills as noted, R. Zawalski seconds

Commissioners Hall- Yes, R. Zawalski - Yes, T. Zawalski- Yes.  
Motion passes.

E. Special Order of Business -

a. **Civil West Communications** — Design review progress, confirmation of BizOr billing through Verdantis. Lot of changes in Verdantis, Quincy has also left and now James is our primary Design Engineer, Keven remains our primary point of contact. They were ready to complete the 90% design review, waiting for the results of the second geotechnical. Field drilling expected to begin on the 23rd and completed on the 27th. Otter Crest let the company store equipment there over the weekend. Thanks to Theresa for arranging that. Theresa let them know that she was disappointed that they wanted to go from 30% to 90% without doing the 60% as she wants NWNW operations involved and Jim Osbourne and the Seal Rock Manager, so they are going to do a 70%. They are going to send Theresa PDFs and she will pick up three hardcopies of design at the office. Hoping to have the 90% by May and complete the design in May. We had wanted to go out to bid in February when work is lean, people will be busy in summer. We may have to ask for more money if tank requirements differ from initial estimates. Theresa has a meeting scheduled with Shannon, James filed a quarterly report but not in the way Shannon needed so working on that. She will also ask him about the reimbursements. She has asked him if we can still go to phased if needed, will address that with him again at meeting. Lisa wants to know if we will still have a Town Hall, Theresa wants to wait until the 90% after the experts have looked at it. Keven will probably come down from Washington and Jim up from Coos Bay.

b. **Bridge Funding** — Commissioner Hall says the Bridge Funding is on hold at the moment as we need to have the design before we can do the loan, the lender will want to see the plans. Beth had a question about when do they send the design to the State, Theresa said that Business Oregon does not want to see it until it is at 90%, Beth noted that we need to send it to the State Water Resources Dept for approval, Theresa says she will ask Keven about that. Lisa states Lincoln County and ODOT will need to be informed also OHA and State Parks

F. Ordinances – none

G. Resolutions – none

H. Lisa got a communication from a man who does surplus supply liquidation, it was sent to her and Eileen. Lisa responded that we do not have any surplus properties/equipment but would keep his contact number. If we were to get rid of any surplus property the board would need to create a policy.

I. Public Comments — Beth sent the board an email about the website, Theresa did not want to spend the extra money for the service. They keep contacting Beth, Beth will put together a list about options. Beth commits to doing the archiving in the next year. Lisa wants to think about paying it because we are volunteers and if no one wants to do the work, we will need to pay.

J. Board Members comments— Lisa reminds people that she will not be here for the BC meeting on the 21st so someone else will have to mind the meeting and record. Kellie asks that it be decided who as it is next week. Theresa will do the zoom meeting next week.

K. The next Board Meeting is Tuesday May 12th at 6:00 PM via Zoom.

L. Meeting was adjourned at 6:35 PM

Submitted by Commissioner T. Zawalski