

OTTER ROCK WATER DISTRICT

MEETING SUMMARY

Board Meeting – June 15, 2021

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 15, 2021 via ZOOM. The meeting convened at 6:06 pm with Commissioner Elliker presiding.

B. Roll Call:

- Members In Attendance: Commissioners Hall, Taylor, Kammerer and Elliker
- Members not in attendance: Commissioner Cutler
- Staff Members Present: none
- Public in Attendance: Dale Powers, Patti and Stan Hart, Michael Mullin, Patricia Anderson, Consuelo Kammerer, Amelia O'Conner, Don Chapin

C) Consent Agenda:

Approval of Board summaries for April & May meetings were sent to board. Commissioner Kammerer noticed some missing topics, but did not have the information. Summaries will be posted as drafts for now. The official public record for these meetings is an audio recording.

D) Reports and announcements

a. Superintendent's Report – none was received.

b. Office/Treasurer's Report

Commissioner Elliker presented Commissioner Cutler's report of current finances.

See the website for the written Treasurer's report and the current Profit & Loss Budget vs. Actual report.

A motion was made by Commissioner Taylor, second by Commissioner Hall to approve payment of the current bills.

Hall Yes / Taylor Yes / Cutler Absent / Kammerer Yes / Elliker Yes

Motion carried

A motion was made by Commissioner Taylor, second by Commissioner Hall to approve the Treasurer's Report

Taylor Yes / Cutler Absent / Kammerer Yes / Hall Yes / Elliker Yes

Motion carried

c. Correspondence – Verbal request from customer to install meter and shut off water so they can do repairs. They were asked to email the office.

E. Special order of Business

a. Contract with Hiland, start date & board contact. Commissioner Kammerer will be the board contact for Hiland and contact them to finalize the contract.

b. Consumer Confidence Report – Commissioner Kammerer checked with the state and received approval for him to do the report which he will complete.

c. Budget Hearing, Set for June 29th. Commissioner Elliker will meet with Pat Anderson to review budget calculations.

d. Current project updates

New service connection request, 4th street meters.

F. Ordinances – none

G. Resolution – Intra-fund Appropriation Transfers – Resolution 2021-10

A motion was made by Commissioner Taylor, second by Commissioner Hall to approve

Resolution 2021-10 Intra-fund Appropriation Transfers.

Taylor Yes / Cutler Absent / Kammerer Yes / Hall Yes / Elliker Yes

Motion carried

H. Other Discussion Topics

Policy for approving invoices, assigning account codes.

A motion was made by Commissioner Kammerer, second by Commissioner Taylor to establish policy that the board member assigned as a project manager will approve project invoices and designate the accounting code.

Kammerer Yes / Hall Yes / Taylor Yes / Cutler Absent / Elliker Yes

Motion carried

Employee matters consultant:

A motion was made by Commissioner Kammerer, second by Commissioner Taylor to enlist SDAO help in managing employee issues.

Hall Yes / Taylor Yes / Cutler Absent / Kammerer Yes / Elliker Yes

Motion carried

A motion was made by Commissioner Kammerer, second by Commissioner Taylor that all motions and Resolutions be kept in a list and put on the website.

Taylor Yes / Cutler Absent / Kammerer Yes / Hall Yes / Elliker Yes

Motion carried

A motion was made by Commissioner Kammerer, second by Commissioner Taylor that our employees not have supervisors, that we only provide directions, in writing, by consensus of the board. That the district not have individual supervisors for individual employees, and that direction is done with written notice from the board based on a consensus of the board.

Hall No / Taylor Yes / Cutler Absent / Kammerer Yes / Elliker No

Motion failed

I) Public Comments – Dale Powers, will the board resolve the question of meter size?

Additional business-

A motion was made by Commissioner Taylor, second by Commissioner Kammerer to appoint Commissioner Kammerer board President effective immediately.

Taylor Yes / Cutler Absent / Kammerer Yes / Hall Yes / Elliker No

Motion carried

Remainder of meeting presided by Commissioner Kammerer

J) Board member comments

Commissioner Hall – concerns about drought status and water supply

Meeting was adjourned at 8:22 pm.

Submitted by Commissioner Elliker