

OTTER ROCK WATER DISTRICT

MEETING SUMMARY

Board Meeting – July 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 July 14, 2026 via ZOOM. The meeting convened at 6:01 pm with Commissioner Hall presiding.

B. Roll Call:

- Members In Attendance: Commissioners Hall, Goldhammer, and T. Zawalski. R. Zalwalski absent
- Staff members present: none
- NWNW/Hiland representatives:
- Public in Attendance: Harts, Mullins, Mike Miller, Beth Elliker and James from Verdantas

C. Consent Agenda:

Approval of Board Meeting Summaries for board meeting 6-15-26 and Budget Meeting 6-25-26. A motion to accept the two meeting summaries was made by Commissioner Hall, second by Commissioner Goldhammer
Hall - Yes, Goldhammer - Yes, T. Zawalski - Yes.
Motion passes.

D. Reports, update and announcements

a. **Water Operator's Report** – There was no NWNW representative available to give the operations report so was to be deferred and Treasurer's Report given, but Commissioner T. Zawalski wanted to give an update on two meter issues. One was a property on Otter Crest Loop that had been having overage and the meter was replaced but the problem did not stop, and then it did, having had no intervention by the property owner. Another was a meter that was unable to be read for two months due to the screen not being visible. Beth says that the meter wand should be reading the meter if it is not analog. She recommended that Theresa contact Cody directly rather than talk to Issac in the office, as Cody is actually reading the meters.

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

The Treasurer's report was presented by Commissioner Goldhammer. See the website for the Treasurer's reports and details. Accounts payables to approve is \$6042.35. Accounts to pay is the same \$6042.35.

A motion was made by Commissioner T. Zawalski to accept report and pay bills as noted, Hall seconds seconds

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

E. Special Order of Business -

a. Infrastructure, Project Manager, and Cost Estimate Updates — James from Verdantis discussed the new cost estimates. Due to inflation and some unforeseen needs in original bid the estimate for the project has gone from 1.5 to 5.5 million dollars. He is working on breaking down the reasons for the price changes. They are looking for ways to reduce costs, such as a minimal shelter for the pump housing. The main costs are to do with the FEMA portion of the Project, the tank and pump, the pilings and larger retaining wall. The cost increases to the distribution system is due to inflation. James is arranging a special meeting to delve more

thoroughly into the specifics. He will create an agenda and send out an email requesting board members to submit questions ahead of time so he can prepare the answers to be given at the meeting rather than having to get back to people at a later time. Theresa states she would also like to have a meeting with James and Shannon from OEM. James has reached out to the Fire District to confirm the requirements for the fire flow rate but has not heard back, that could affect costs. They are double checking their pricing. Documentation will be needed to submit to FEMA and BizOr for requests for additional funds, we need to show the 'why'. Lisa has a meeting with Business Oregon tomorrow and will see what specifics they need. Eileen had questions about the Interest accruing for our Business Oregon loan as not currently reflected in the treasurer's report. Theresa gave an update on the search for a Project Manager, she said she felt like the response she received from NWNW was an improvement from the first and that they are competitive. She wants to put this out for bid, complying with all requirements of parties involved and State and Federal law. Lisa is going to assist in developing documents, and the plan is to have a contract developed by our lawyer. As this develops, the whole board will need to address in a meeting.

b. Website Availability Discussion — Eileen reminded the board that they have another year, as the law takes effect in 2028 not 2027. Beth sent the board a report of the files most accessed, people are looking at this information. We do not have to have a website but in this day and age people use them. Beth broke down how we could accomplish the goals of the district. We could have a request form on the website for the information we do not post as a PDF on the website. We could have the key points of information extracted from reports and added directly to the website. The board thanked Beth for her thorough job on compiling the list. They intend to further review and make decisions. Meter readings are important to many people. Genese said they like to look at meter readings, the flow rate, the budget, and the recordings.

F. Ordinances – none

G. Resolutions – Resolution #2026-40 ORWD adopting Lincoln County Grant Fund, this should have been done when district received the funds, and was noted on the auditors report.

Resolution #2026-41 adopting FEMA Business Oregon Matching Grant Fund, while we have not Accepted these funds yet, they are a line item on the budget.

T. Zawalski makes a motion to accept Resolution 2026-40 and 2026-41, Goldhammer seconds
Hall - Yes, Goldhammer - Yes, T. Zawalski - Yes
Resolutions Pass

H. Public Comments- Beth requests that the spring flows be posted on the website, some are

I. Board member comments- Theresa thanked Beth for her continued commitment for keeping track of so much of the District's obligatory needs, such as submitting the Consumer Confidence report. Rod did do follow-up with the Fire Dept. regarding the various brush piles mentioned the previous month. The Fire Department said there is nothing they can require of the property owners but they will get in touch with the property owners for fire safety education.

J. The next monthly board meeting will be Tuesday, September 15, 2026 at 6pm.

Meeting was adjourned at 7:11 PM

Submitted by Commissioner T. Zawalski