

OTTER ROCK WATER DISTRICT

MEETING SUMMARY

Board Meeting – February 9, 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 February 9, 2021 via ZOOM. The meeting convened at 6:05 pm with Commissioner Elliker presiding.

B. Roll Call:

- a) Members In Attendance: Commissioners Hall, Backenstow, Anderson, Gleason and Elliker
- b) Members not in attendance: none
- c) Staff Members Present: Superintendent Kody Howry
- d) Public in Attendance: Alan and Wendy Niem, Dale Powers, Patti and Stan Hart, Jerry Davis, Michael Mullin, Elissia MacKenzie

C) Consent Agenda:

Approval of Board minutes for January. A full recording is available for the January 12th Board Meeting, but only a partial recording is available for the Work Session held on January 26th. Motion was made by Commissioner Gleason, second by Commissioner Anderson to approve the January minutes.

Hall Yes / Backenstow Yes / Anderson Yes / Gleason Yes / Elliker Yes

Motion carried.

D) Reports and announcements

a. Superintendent's Report – Spring flow is high, state required tests were negative. See Superintendent report for January on the website.

Motion was made by Commissioner Anderson, second by Commissioner Backenstow to approve the Superintendent's report.

Backenstow Yes / Anderson Yes / Gleason Yes / Hall Yes / Elliker Yes

Motion carried.

b. Office/Treasurer's Report

Commissioner Gleason presented a report of current finances. See the website for the February Treasurer's report.

As of today, 2/9/21, our bank balances are as follows:

Treasury Savings Account \$67,490.62

Columbia Checking Account \$50,795.42

Community Center Account \$ 366.79 0

Columbia checking account activity:

Total deposits and credits in January were: \$15,230.07

Total checks and debits paid in January were: \$2,783.08

Deposits and credits posted in the account to date in February are: \$ 0.00

Checks and debits paid from the account to date in February are: \$ 470.88

Bill payments

The total amount for bills to be approved for payment this month is \$ 10,017.75. This is higher than usual because of the reservoir fence repair bill of \$4,775.49. We had previously deposited \$4,525.49 from our insurance carrier toward that expense. The difference is our \$250

deductible.

Accounts receivable:

We received several checks early this month, which reduced our past-due account receivable by \$1,296.

Delinquent accounts:

	As of 1/31/21	2/9/21
(over 90 days)	1,644.80	1,794.80
60 to 90 days	550.00	500.00
30 to 60 days	900.00	650.00
Total past due	5,690.00	4,394.80

ADU charge suspension impact: Last month, I unintentionally failed to include a final summary of the costs of the board's decision to suspend and refund or credit the \$30 per month ADU charge. The total cost of refunds and credits to five service connection accounts was \$1, 420. The current ongoing impact is a reduction in revenue of \$90 per month. If two currently unrented ADUs are rented again, that could increase to \$150 per month. Also see the website for the current Profit & Loss Budget vs. Actual report.

A motion was made by Commissioner Anderson, second by Commissioner Backenstow to approve the Treasurer's Report.

Anderson Yes / Gleason Yes / Hall Yes / Backenstow Yes / Elliker Yes
Motion carried.

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

Hall Yes / Backenstow Yes / Anderson Yes / Gleason Yes / Elliker Yes
Motion carried.

Announcements:

c. The Board Commissioner positions #1 & #4 are open for filing until March 18th. Positions are elected at the May 18th election.

d. SDAO annual meeting report – several good workshops

e. Notice distribution plans – in case of emergency notifications

f. Chlorination project update. We just received word of from the state that the plans are approved with the addition of some testing equipment.

E. Special order of Business

a. Correspondence – OHA and Colorado State University in conjunction with the EPA. The district received an invitation to participate in the SUCCESS program (Sustainable, Compliant, Competent and Empowered Small Systems), a no-cost program for small water systems.

A motion was made by Commissioner Gleason second by Commissioner Anderson to reply with a letter of intent to participate in the program.

Gleason Yes / Hall Yes / Backenstow Yes / Anderson Yes / Elliker Yes
Motion carried.

Commissioner Elliker will sign and email the letter.

b. report on the BRIC/FEMA grant meeting held 2/08/21

Commissioner Anderson made a motion that Otter Rock Water District request a scope-of-work proposal from Civil West for the pursuit of FEMA and any other applicable grants on behalf of the ORWD infrastructure project, second by Commissioner Hall.

Hall Yes / Backenstow No / Anderson Yes / Gleason Yes / Elliker Yes
Motion carried.

c. Business Oregon – A letter was just received regarding preliminary acceptance by the state of Oregon, following our Letter of Intent, for the infrastructure project funding loan. A two week

waiting period follows for public input before further application steps. We have questions on timelines.

d. Engineer RFP

e. Service Connections – tabled

f. Operations - tabled

F) Ordinances – none G) Resolutions – none

H) Public Comments made by: Jerry Davis –see Letter.

I) Action Item Checklist review – none

J) Board member comments – tabled

Items E) e. Service Connections and E) f. District Operations as well as J) Board member comments were tabled and are scheduled to be addressed at a Work Session/Special Meeting to be held on February 16th at 6:00 PM.

Meeting was adjourned at 8:20 PM.

The next regular meeting is the monthly Board Meeting on February 9, 2021 at 6:00 pm, via Zoom.

Submitted by Commissioner Elliker