

OTTER ROCK WATER DISTRICT

MEETING SUMMARY

Board Meeting – March 10, 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 March 10, 2026 via ZOOM. The meeting convened at 6:01 pm with Commissioner Hall presiding.

B. Roll Call:

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

C. Consent Agenda:

Approval of meeting summaries from Board meetings 1-13-26, 2-10-26 and Working Session 2-19-26

A motion to accept the three meetings summaries was made by Commissioner Goldhammer and second by Commissioner R. Zawalski

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

Motion passes.

D. Reports, update and announcements

a. **Water Operator's Report** – Curtis introduces Jessica Perryman who is also present, she is currently with Compliance, but working towards Field Spervisor/Operations Manager and that is why she is sitting in. Curtis reports that between January and February there has been no change in water available, overflow, or change in demand. Chlorine residual held steady, spiked briefly but w/in range. PFAs sample was taken and Curtis took some time to explain what those are, forever chemicals. State of Oregon looking to make PFAs a standard continually monitored test. That may not happen for another year, depending on how much push-back they get. DEQ is doing the initial testing for baseline and see which water systems might be more at risk, that should be resulted late March or April. A second test will be required in 5-7 months. Rod asks if it were to. Become a problem how do you get rid of it. Curtis said that granular activated charcoal is the most common but is very expensive, so they could filter out many contaminates and then run through the granular activated charcoal system. Curtis hopes to have results for April board meeting. Some other smaller occurrences included home on Gladys with low water pressure, it was resolved when they got out there, sanitary survey found mesh on water tank was missing or broken so that was replaced. Two meters that they have trying to replace are at the Community Center, the tech has been ill but should get it down tomorrow. The head for the meter for commercial customer still needs to be done, hopefully this week. Curtis will send out a copy of his report later this evening.

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

The Treasurer's report was presented by Commissioner Goldhammer. See the website for the Treasurer's reports. All accounts reconciled. Accounts payables to approve is \$15,497.47

(Eileen stated she takes that back as we have already approved \$10,781 of that) Accounts to pay is \$4716.47

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, Goldhammer- Yes,
Motion passes.

E. Special Order of Business -

a. **Budget Committee** — appointment of Budget Committee Officer. Community volunteers are Beth Elliker and Kellie Lombardi, Theresa will ask Pat Murray if she would join.

Commissioner T. Zawalski nominates Commissioner Goldhammer to be the Budget Committee Officer, Commissioner R. Zawalski seconds

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

Motion passes

b. **Community Center Tables** — Commissioner T. Zawalski feels the tables at the Community Center are a safety hazard as they are so heavy. She has researched plastic folding tables on Amazon and the current tables could be replaced for \$336.00. If we cannot donate them there would be an additional expense of disposing of them. Rod volunteered to transport old tables. There is \$422.00 in the community fund. Eileen wonders if we want to use the money from the Community Center fund for the purchase of new tables and if any left over, and needed, for the disposal of the old tables.

Commissioner Hall makes a motion for Theresa to purchase the tables from Amazon and the cost of disposal of old tables if needed from the Community Center Fund, R. Zawalski seconds.

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

Motion passes.

Commissioner R. Zawalski makes a motion to eliminate the Community Center Fund, if any remaining funds to transfer to checking account. T. Zawalski seconds.

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

Motion passes.

c. **Meter Monitoring** — Theresa wanted to communicate with the board what she does with meter readings. She uses a spread sheet and does not worry if the readings are not over 15,000 gallons in a month. She tracks the highs and the zeros. She tracks them for three months Eileen thought that sounded reasonable. Theresa said she expects the homeowner to monitor their own homes for water leakage.

d. **Schedule Community Meeting** — Tim at Civil West (Verdantis) is no longer there, Keven is back and said he is willing to have a community meeting but would need about 4 week lead time. Theresa feels it is too early to schedule this as there “are too many holes” and information would be in flux, too many questions we would not have answers to. When we have a design and other experts to review then Theresa feels a community meeting is warranted. Rod asked about having a single point of contact and Theresa explained that prior to his joining she was appointed but that she and Lisa have tag teamed and it is important Lisa is involved as she is largely tracking the financial aspects with her expertise in grants etc.

e. **FEMA and Business Oregon update** — Theresa states that the POP extension has been approved, work to be completed by September 2028. Theresa hopes to be going out to bid soon in the next 3-4 months and then scheduling some construction. Lisa reports she had a meeting with Business Oregon, Kevin and Tim was there too, for the grant for the 30% cost share of the design work only. A contract will need to be signed. We have to pay upfront and after FEMA has paid us then BizOr will pay us the cost share. This is a grant, not a loan. We may have to have an emergency meeting to approve the contract. Keven is aware of the BizOR requirements for the bid process.

f. **Core Sampling Costs - Need for Supplemental Budget** — Theresa says we need more information on what the costs were going to be. Need more detail before we are there. Eileen And Beth have been going over the finances in preparation for the new budget. Eileen is concerned the the cost of the core sampling could be more that we have budgeted for the whole Verdantis design phase. Will it be a problem. Theresa needs to have this upcoming meeting, Verdantis is not involved yet until Theresa is more up to speed.

g. **Interim Financing** — Lisa states that Kevin thought that we only have one option. Lisa sent out an email to board members regarding the Oregon Cascade West Council of Governments who may have some possible leads for gap/bridge funding sources. If we are

going to go with Jessica from RCAC for the gap funding loan we will need to have a separate meeting to vote on that. We have to decide if we want to meet with someone else or go with Jessica. Theresa said during the meeting when Tim said he was leaving and Kevin would be returning, Tim had said then that RCAC had the better rates of interest. Would like Kevin's feedback on that. Lisa think we have a little time yet because we do not have the plans, but we will need to make a decision soon as we will need to apply for the loans. Eileen brought up a quick question, with emails going being sent, now that we are not doing the phasing she has concerns about what would happen if we could not make the September 2028 deadline, could we switch to a phased project at that time? The survey still isn't back and there are some hurdles in the way. Theresa will call Shannon regarding the possibilities. The board needs some solid data on the water tank before knowing which way to go.

h. **Project Manager RFP** — Theresa sent out a summary of progress on RFP so far. Eileen has read it and thought it looked good. Wondering whether we will get any responses. Verdantis could probably do the project manager without doing an RFP but she would want very detailed specifications about what they would be doing and would want them to submit all the reimbursements. We are all volunteers and Theresa feels we should not have to be doing that. Theresa still wants to send RFP to NWNW and if we do that will need to have a public notice that we are looking for a Project Manager. She wants to talk to Adam, Seal Rock manager to see if he has any ideas. If anyone has anything to add to the RFP, now is the time. Eileen brought up the questions of whether Shannon is still holding onto past invoices and if he can please submit them, Theresa agreed to talk to him about this when she speaks with him on the phone.

F. Ordinances – none

G. Resolutions – none

H. Public Comments- Alan had some questions about Verdantis' proposal about what they were going to do. Alan thought he might look at it with Keven. Alan has quite a bit of experience in geology, core sampling, and knowledge of the area. Eileen responded that we are still waiting on the information. Alan is concerned about cost over-runs, and whether the report will address all the issues. Board appreciates the offer. He says he would look at the report and then depends on what it was if it would be volunteer or fee for service. Board thanked him for his offer. Beth had a question for Theresa regarding the potential RFP falls within the State of Oregon Procurement Standards, the intermediate procurement is we have to get three quotes.

I. Board member comments- Lisa thanked Kellie for the meeting summaries. Board thanks Kellie and Beth for being on the Budget Committee.

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

K. Meeting was adjourned at 7:01 PM

Submitted by Commissioner T. Zawalski