

OTTER ROCK WATER DISTRICT

MEETING SUMMARY

Board Meeting – July 11, 2023

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 11, 2023 via ZOOM. The meeting convened at 6:03 pm with Commissioner Hall presiding.

B. Roll Call:

- Members In Attendance: Commissioners Hall, Goldhammer, Lombardi and Elliker
- Staff members present: Whitney Erskine
- Hiland representatives: Curtis Olson
- Public in Attendance: Dale Powers, Patti & Stan Hart, Michael & Genese Mullin

C) Commissioners Oath of Office

Commissioners Eileen Goldhammer-position 2, and Kellie Lombardi-position 3, both recently elected, were sworn in for their terms of office that run to 6/30/2027.

D) Consent Agenda:

Approval of Board summaries for June meetings, 6/13/23 and 6/27/23

A motion was made by Commissioner Goldhammer, second by Commissioner Lombardi to approve the June meeting summaries.

Hall Yes / Elliker Yes / Lombardi Yes / Goldhammer Yes /

Motion carried.

E) Reports, update and announcements

a. **Water Operator's Report** – Curtis Olson

June was a fairly routine month. Meter installations will begin tomorrow. Curtis did receive a call from the county because a customer, who contacted them, had been concerned about having their water turned off after our discussion of possible water restrictions at the last meeting. Curtis was able to communicate with the customer to ease their concerns.

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

The Treasurer's report was presented by Commissioner Goldhammer. See the website for the written Treasurer's report, P&L Budget vs Actual and P&L by Class report.

A motion was made by Commissioner Elliker, second by Commissioner Lombardi, to approve the Treasurer's report.

Hall Yes / Elliker Yes / Lombardi Yes / Goldhammer Yes /

Motion carried.

A motion was made by Commissioner Goldhammer, second by Commissioner Hall, to pay the bills.

Hall Yes / Elliker Yes / Lombardi Yes / Goldhammer Yes /

Motion carried.

c. **Other correspondence** – The board received a document for license to install a meter on private property. The meter that has already been installed was installed at the location at the request of the customer. Commissioner Hall would like it to be reviewed by SDAO legal. Commissioner Goldhammer will send a short email to the customer to make sure the install was satisfactory.

d. **EPA survey update** - (LCRR Lead pipe survey) – In a phone conversation from Kari Salis of OHA Commissioner Elliker learned that after a diligent records search, we can do a random number assignment to then produce a list of 20% of the unknowns for actual physical inspection. OHA expressly emphasized that they do not want the inventory to create an unnecessary

financial burden for water districts. A records search has been completed and we have 99 unknowns, so we have 20 sites that need inspection. Of the 20 sites, 8 already have meters and Hiland will inspect these. The remaining 12 that don't have meters will be slated for meter installation so we don't have to dig up and then refill holes for these sites, just for an inspection.

e. BusOR loan update – August 4th hearing. Since the loan amount for the project is over 3 million, the project application must be reviewed by the IFA board. The public can attend on-line. The agenda and link are not yet posted. There will be presentations by a board member, as well as Business Oregon personnel, and our Civil West engineer Kevin Shreeves. There is also a deadline for us to be approved by sometime in September.

f. RFQ for project engineering – The district will be advertising a Request for Qualifications in the local paper to select an engineer for our project. The advertisement will be in the 7/14 issue of the Newstimes and the closing date is 7/28. We will post the RFQ document on the website.

g. The 2022 Consumer Confidence Report (CCR) was emailed and mailed to those without email and posted on our website.

F) Special Order of Business
none

G) Ordinances – none

H) Resolutions – none

I) Public Comments - none

J) Board member comments

Commissioner Elliker commented that Commissioner Lombardi would be attending an SDAO Board Member training in August.

Commissioner Hall has reviewed Diamond Maps and thought it was a good tool. Commissioner Elliker would like to wait a few months to start using it.

The next monthly board meeting will be Tuesday, August 15, 2023 at 6pm.

Meeting was adjourned at 6:54 PM

Submitted by Commissioner Elliker