

OTTER ROCK WATER DISTRICT

MEETING SUMMARY

Board Meeting – August 11, 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 August 11, 2026 via ZOOM. The meeting convened at 6:05 pm with Commissioner Hall presiding.

B. Roll Call:

- Members In Attendance: Commissioners Hall, Goldhammer, T. Zawalski. R. Zalwalski absent
- Staff members present: None
- NWNW/Hiland representatives: None
- Public in Attendance: Harts, Mullins, Beth Elliker

C. Consent Agenda:

Approval of Board Meeting Summary for board meeting 7-14- 26.

A motion to accept the 7-14-26 board meeting summary was made by Commissioner T.

Zawalski, 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 not a representative for NWNW at the meeting, nor was there a monthly operators report. Theresa says she will have Rod get in touch with NWNW. Some community members have been asking about the spring flows and they have not been posted yet. Theresa says that she has talked to Deven about getting the meter readings and spring flow reports in a timely and consistent manner. She states Deven made a commitment to get them to her by the end of the third week of the month. Also work on getting the report sent to the correct Commissioners. The Spring flows for July were: #1 = 26 gpm, #2 = 24 gpm, and #3 = 29 gpm.

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 \$17,071.03. Accounts to pay is \$2,740.02. Eileen said there were no invoices. NWNW has not submitted an invoice for July but base rate is included in figure. There has been some miscommunication with invoices sent, not all Commissioners are receiving them. July invoice went to the wrong commissioner and to an unfilled position, Theresa states one for \$24,000 for FEMA. Theresa was able to find an outstanding invoice in her email for June, \$14,000 for BizOr and \$49,000 for FEMA. Eileen reported that obviously the numbers for Payments to be approved and paid have now changed from what was previously stated, she will rework the report. Theresa agreed to look over the invoices from Verdantis, though she said the high amount billed to FEMA made sense as currently most of the work is being done on the tank.

Eileen also let commissioners know that the auditor had sent the forms for the board members to fill out for this years audit. Del can scan and submit once filled out. Eileen is starting to send data requested for the audit.

Commissioner T. Zawalski makes a motion to accept the Treasurer's Report and to pay the bills as discussed, Commissioner Hall seconds.

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

Motion passes.

E. Special Order of Business Del, the current Office Manager is going to be moving. There will be a need to advertise and find another person to replace her or to find a bookkeeping service to do our billing for us. Beverly Beach Water District had a bookkeeping service that they use and Theresa thinks that Rod had investigated that in the past. Theresa will ask Rod to look into that and Eileen said there are contacts on the Beverly Beach website that she can also send an email inquiry. Lisa thinks Del may be closer to moving than previously thought and this should be done sooner rather than later. Lisa states she can send an email to BBSI for possible help as they do temporary and permanent employee placement. That option would incur some costs.

F. Ordinances – None

G. Resolutions – None

H. Public Comments- Beth thought we should put out an email to the community for volunteers for Community Center clean-up party like we did last year. We had a good response last year and a lot of work was accomplished. She felt that that would give us a good baseline if we were going to start paying somebody for regular clean-up. Agreed mid-September might be a good time.

I. Board member comments- Theresa gave an update on FEMA, there is to be a 70% review by the first week of September. This will be a true 70% review as it will include the work on the tank design. Theresa hopes things will be going smoother and faster and that we will be able to go out to bid by the first of the year 2027. The Board discussed asking FEMA to put the project back into phases with all the unexpected issues and delays that have arisen, it feels the safer option. Theresa will talk to Shannon about this. We are waiting to hear from FEMA about the amendment for an additional 5.5 million dollars. FEMA states there will need to be a cost benefit analysis and James is working on that. It may take a while to get the final approval. Business Oregon meetings are on hold awaiting FEMA decision, but both Theresa and Lisa state everyone has been supportive and responsive. Business Oregon has indicated they will loan us more funds and give us more time. Lisa states they have also said they would give us a lower rate for the Bridge Loan than the other lender had offered. Lisa asked if the easement behind the candy shop is being addressed in the 70% review and that it needed to be, as well as replacing the meters that were installed on private property. Eileen said she had been approached by a community member that has been doing yard work at the Community Center as a volunteer but now would like to be paid \$25.00 an hour. Theresa said she agrees with the idea as long as there is a cap and not open ended. In discussion it was discovered that several board members may be away at the same time in September and it was decided to bring the monthly board meeting up a week from September to the 8th.

J. The next monthly board meeting will be Tuesday, September 8th, 2026 at 6pm.

K. Meeting was adjourned at 6:46 PM

Submitted by Commissioner T. Zawalski