

# OTTER ROCK WATER DISTRICT

## MEETING SUMMARY

### Board Meeting – May 09, 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 May 09, 2023 via ZOOM. The meeting convened at 6:02 pm with Commissioner Hall presiding.

B. Roll Call:

- Members In Attendance: Commissioners Hall, Goldhammer, and Elliker
- Staff members present: none
- Hiland representatives: none, Curtis was unable to attend due to an emergency repair at another water district.
- Public in Attendance: Patti & Stan Hart, Michael & Genese Mullin

C) Consent Agenda:

a. Approval of Board summary for April

A motion was made by Commissioner Elliker, second by Commissioner Goldhammer to approve the April board meeting summary.

Hall Yes / Elliker Yes / Goldhammer Yes /

Motion carried.

D) Reports, updates and announcements

a. **Water Operator's Report** –

No report.

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

The Treasurer's report was presented by Commissioner Goldhammer. See the website for the written Treasurer's report. We are still getting used to the new bank processes with 1st Security. We have had some problems with our payroll processor.

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

Hall Yes / Elliker Yes / Goldhammer Yes /

Motion carried.

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

Hall Yes / Elliker Yes / Goldhammer Yes /

Motion carried.

d. **Funding update** –The PSU income survey results showed we were slightly above the state median and won't qualify for additional funding based on income. Commissioner Goldhammer and Elliker had a meeting with Keven of Civil West to discuss possible project scenarios and we received the suggestion to request as much funding as possible with Business Oregon. We have communicated with Business Oregon that we want to proceed with the loan application for the full amount. Business Oregon has requested additional information for the loan application.

e. **Other correspondence** - none

E) Special Order of Business

a. **Hiland contract renewal** – Hiland has requested a 6-month renewal before switching to a

calendar year annual contract.

A motion was made by Commissioner Elliker, second by Commissioner Goldhammer, to sign the renewal contract with Hiland.

Hall Yes / Elliker Yes / Goldhammer Yes /

Motion carried.

b. Tank farm yard maintenance. It is time to do some brush/grass cutting at the tank farm.

Commissioner Goldhammer has made contact with another person, Jerry Siebers, to do maintenance at the tank farm and will be getting an estimate from them.

F) Ordinances – none

G) Resolutions – none

H) Public Comments – none

I) Board member comments

Commissioner Elliker read the highlights of the Hiland Operations Report.

More meters are on order. Hiland said they should be able to install more meters before the end of the fiscal year.

Commissioner Goldhammer will contact OAWU (Oregon Association of Water Utilities) about the EPA survey and use of a hydrophone to locate service lines.

Another budget meeting is scheduled for the 15th and possibly the 16th, if needed.

The next monthly board meeting will be Tuesday, June 13, 2023 at 6pm.

Meeting was adjourned at 6:41 PM

Submitted by Commissioner Elliker