

# OTTER ROCK WATER DISTRICT

## MEETING SUMMARY

### Board Meeting – October 11, 2022

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 October 11, 2022 via ZOOM. The meeting convened at 6:01 pm with Commissioner Hall presiding.

B. Roll Call:

- Members In Attendance: Commissioners Hall, Goldhammer, and Elliker
- Staff members present: Whitney Erskine
- Hiland representative: Curtis Olson
- Public in Attendance: Stan and Patti Hart, Mike & Geneses Mullin, "phone"

C) Consent Agenda:

Summary for the August 23rd work session and September 13th monthly board meeting was submitted by Commissioner Elliker. No changes.

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

Hall Yes / Goldhammer Yes / Elliker Yes /

Motion carried.

D) Reports, updates and announcements

a. **Water Operator's Report** –

Chlorination residuals – The residuals ranged from 0.2 to 0.5. The meter splicing is done except for a small amount of backfilling. Curtis estimated the cost per meter at about \$2,000 each.

They will be installing the vaults and backfilling also at the tank farm. The Sanitary Survey is scheduled for October 21st. This is a state inspection of the system, usually required every 3 years. Hiland is finishing up our Operations and Maintenance Manual to be ready for the inspection.

A question was asked about the spring flow. Curtis suggested doing a historical study to compare the years.

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

A Treasurer's report was presented by Commissioner Goldhammer. See the website for the written Treasurer's report and the current Profit & Loss Budget vs. Actual report.

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

Hall Yes / Elliker Yes / Goldhammer Yes /

Motion carried.

A motion was made by Commissioner Elliker, second by Commissioner Hall to approve the treasurer report.

Hall Yes / Elliker Yes / Goldhammer Yes /

Motion carried.

c. **Other correspondence** – Gomburg office call. The office received a phone message from Representative Gomburg's office about our project after one of our customers called them. Whitney will be calling them back to see what they need.

E) Special Order of Business

a. **Board positions # 3 & 5**

We have 2 positions to fill on the board, positions # 3 & 5. We have received no applications. It is a short-term commitment as both unfilled positions only run through June 30, 2023.

b. **Business Oregon** - loan application progress report. Business Oregon provided a spreadsheet for the Schedule of Proforma Revenues and Expenses, part of the application which is a budget projection up through the year 2029. It has been difficult getting replies to questions about the form and how to show revenues. We also are waiting on the letter from the Lincoln County planning department and the finished O&M manual.

F) Ordinances – none

G) Resolutions – none

H) Public Comments – none

I) Board member comments - none

The next monthly board meeting will be Tuesday, November 15, 2022 at 6pm.

Meeting was adjourned at 6:55 PM

Submitted by Commissioner Elliker