

# OTTER ROCK WATER DISTRICT

## MEETING SUMMARY

### Board Meeting – February 14, 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 February 1, 2023 via ZOOM. The meeting convened at 6:04 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: Patti & Stan Hart, Michael Mullin, Laury Goldhammer

C) Consent Agenda:

Summary for the January 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 summary.

Hall Yes / Elliker Yes / Goldhammer Yes /

Motion carried.

D) Reports, updates and announcements

a. **Water Operator's Report** – Curtis reported 3 of the malfunctioning meters were replaced with new meters we had in stock and can be sent into Ferguson for replacement. One more meter that is not working is a 1" meter from Mahala subdivision which we don't have in stock and Ferguson won't cross-ship, so we will need to purchase one. The new meter boxes arrived. The installation of the vaults at the tank farm is scheduled for the next day and should be completed soon. The County requested we do a few special water tests (asbestos and inorganic compounds) somewhat ahead of schedule. We asked to schedule these after the beginning of the next fiscal year.

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

The Treasurer's report was presented by Commissioner Goldhammer. See the website for the written updated Treasurer's report.

Alpine Chalet had another large water leak last month. We are still confirming that it has been repaired. The board will consider what to do about the water usage charges once we have more information.

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.

c. **Other correspondence** – none

E) Special Order of Business

a. **Board positions: Positions # 2, 3 & 5** are up for election May 16, 2023. Deadline for filing is March 16th. Commissioner Elliker will send out an announcement to the email news group.

b. **Bank change update** – Bank changes will occur this month the weekend of 24th through 27th. An on-line training with 1st Security is scheduled for the 21st. We briefly spoke with Umpqua Bank about switching banks, but will need to wait until after the transition.

c. **PSU Survey update** – A PSU rep will be onsite 2/19 & 2/20 to attempt to get additional responses. They have about half of what is needed. Commissioner Elliker will send out an announcement about the planned on site visits to the email news group.

d. **Repairs to Community Center update** – DMB initially said mid February. Whitney will contact them about a date.

e. **Audit update** – A representative will be at the office for about 2 hours on the 17th for the on-site part of the audit.

f. **Other** – Commissioner Hall mentioned that Civil West and the district received an email from FEMA with a request for clarifications which means we are still in the running for a FEMA grant.

– Commissioner Goldhammer asked if we have had any more contact with Gomburg's office.

The last communication was a request for some information on our project.

F) Ordinances – none

G) Resolutions – none

H) Public Comments – none

I) Board member comments - Commissioner Elliker commented that we received the information on the CCI increase for 2022 which was 7.06%, so the new System Development Charge will be \$13,303. Several documents will need revisions. System Development Fund balance annual report for 2022 is uploaded to the website. It is time to take a close look at the P&L and also start thinking about preparing the budget for next year.

Commissioner Hall commented that it is time to recruit community members to be on the budget committee.

It was noted that the March meeting has been rescheduled from the regular week and the next monthly board meeting will be Tuesday, March 21, 2023 at 6pm.

Meeting was adjourned at 7:09 PM

Submitted by Commissioner Elliker