

OTTER ROCK WATER DISTRICT

MEETING SUMMARY

Board Meeting - November 10, 2020

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 was held on November 10, 2020 via ZOOM. The meeting convened at 6:10 pm, with Commissioner Elliker presiding.

B. Roll Call:

- a) Members In Attendance: Commissioners Hall, Anderson, Backenstow, Gleason and Elliker
- b) Members not in attendance: none
- c) Staff Members Present: Superintendent Kody Howry
- d) Public In Attendance: Tom Kammerer, Don Chapin, Mike Mullin, Alexis & Brian Wichner, Patti & Stan Hart, Theresa Zawalski, Laurie Sanders, Graece Gabriel, Barbara Leeming.

C) Consent Agenda:

Draft Summaries of October and September meetings were reviewed by the board and no changes were made.

D) Reports and announcements

- a) Superintendent's Report – Superintendent Kody Howry announced springs #1 & 2 flow rate was 38,592 gallons per day, up from last year for the same month. Our monthly usage was 709,000 which was 181,000 gallons higher than last year. The official water test and our in-house water test were negative in October. The next official water test will be done this week.

- b) Office/Treasurer's Report

Commissioner Gleason presented a report of current finances as follows:

As of 10/31/2020 our bank balances were as follows.

Treasury Savings Account: \$ 67,363.43

Columbia Checking Account \$ 34,952.77

Community Center Account \$ 366.79

Total deposits made in October were: \$ 9,690.43

Accounts receivable as of 11/06/2020

Delinquent accounts (over 90 days): \$ 970.00

One month past due: \$1,482.80

Other Past Due accounts: \$1,080.00

Total: \$3,482.80

The total owed to the district is \$1,068.70 less than the previous month.

The list of bills to be approved and ready to pay is \$3,315.90. This includes a payment of \$2,015.96 to Ferguson Waterworks for meter supplies.

A motion was made by Commissioner Elliker, second by Commissioner Backenstow to approve payment of the current bills.

Backenstow Yes / Gleason Yes / Hall Yes / Anderson Yes / Elliker Yes

Motion carried.

A motion was made by Commissioner Backenstow, second by Commissioner Hall to approve the Treasurer report.

Backenstow Yes / Gleason Yes / Hall Yes / Elliker Yes / Anderson Abstain

Motion carried.

A motion was made by Commissioner Gleason, second by Commissioner Anderson to approve the Superintendent's report.

Backenstow Yes / Gleason Yes / Hall Yes / Anderson Yes / Elliker Yes

E) Special Order of Business

a & b) Update on water treatment and project communication to OHA's Jay MacPherson.

A motion was made by Commissioner Gleason, second by Commissioner Backenstow to request our engineer to develop the plans for the temporary chlorination structure.

Gleason Yes / Backenstow Yes / Hall Yes / Anderson Yes / Elliker Yes

Motion carried.

A motion was made by Commissioner Anderson, second by Commissioner Hall to place a moratorium on all unnecessary expenditures until we know more about what the chlorination project is going to cost. Motion was clarified to include moratorium on upcoming plan to install 3 meters.

Gleason No / Anderson Yes / Backenstow No / Hall Yes / Elliker No

Motion failed.

Announcement:

Don Chapin, community member and President of the Cape Foulweather Sanitary District announced the CFSD is considering making a donation to the ORWD and eventually dissolving the CFSD district. They have remaining funds which must be donated or returned to Lincoln County to be distributed to other districts. They are considering donating funds to ORWD, but will want it to be used for a specific purpose. They are soliciting input from the community and suggested we communicate that with our customers.

A motion was made by Commissioner Anderson, second by Commissioner Hall to have Commissioner Gleason draft and send an email to CFSD on behalf of the entire board that we would use any donated funds for the temporary chlorination system.

Gleason Yes / Anderson Yes / Backenstow Yes / Hall Yes / Elliker Yes

Motion carried.

Dan will also send a notice to our communications list announcing the Cape Foulweather Sanitary District is soliciting input from the community on their possible donation of funds.

c) Infrastructure project scope

A motion was made by Commissioner Hall, second by Commissioner Anderson for the water district to seek funding for the full scope project of about \$ 3.5 million and commence initial application to Business Oregon for a loan.

Much discussion ensued. This is the very initial first step and other options for funding sources can still be pursued.

Gleason Yes / Anderson Yes / Backenstow No / Hall Yes / Elliker Yes

Motion carried.

d) Commission Elliker reminded the board we still have a vacant board Secretary position.

e) Customer Account Classifications. A work session was scheduled for December 1st at 6:00 pm to resume work on customer account classifications.

f) Update on community center use due to Covid-19

After more consultation with SDIS insurance carrier Commissioner Gleason reported with answers to our questions from the last discussion on the topic.

- We are under no obligation to reopen the center. Some districts are not “undue hardship” because of expense or staffing.
- No insurance covering infectious disease will be available to us or to users of the community center
- Nothing can remove liability risk entirely, but it could be reduced if use was closely monitored by the district and detailed documentation was kept.
- We cannot discriminate based on age or any other protected class.

A motion was made by Commissioner Anderson, second by Commissioner Hall to not reopen the Community Center at this time.

Gleason Yes / Anderson Yes / Backenstow No / Hall Yes / Elliker Yes

Motion carried.

F) Ordinances - none

G) Resolutions – none

H) Action Item checklist review - skipped

I) Public Comments - none

J) Board member comments

Commissioner Hall thanked all for having faith in the board and participating in the discussions.

Commissioner Gleason thanked the community for their comments.

Commissioner Elliker thanked all participants, board and community

K) Adjournment

Motion to Adjourn made by Commissioner Gleason, second by Commissioner Backenstow

Gleason Yes / Anderson Yes / Backenstow Yes / Hall Yes / Elliker Yes

Motion carried.

Meeting was adjourned at 8:09 pm.

The next meeting of the Board is a Work Session on December 1st at 6:00 pm via ZOOM.

The next regular Board Meeting is December 15th at 6:00 pm via ZOOM.

Submitted by Commissioner Elliker