

OTTER ROCK WATER DISTRICT

MEETING SUMMARY

Board Meeting – August 15, 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 August 15, 2023 via ZOOM. The meeting convened at 6:00 pm with Commissioner Elliker presiding.

B. Roll Call:

- Members In Attendance: Commissioners Hall, Goldhammer, Lombardi and Elliker
- Staff members present: Whitney Erskine
- Hiland representatives: Curtis Olson
- Public in Attendance: Pat Anderson, Patti & Stan Hart, Michael & Genese Mullin

C) Consent Agenda:

Approval of Board summaries for the July meeting

A motion was made by Commissioner Goldhammer, second by Commissioner Lombardi to approve the July meeting summary.

Hall Yes / Elliker Yes / Lombardi Yes / Goldhammer Yes /

Motion carried.

E) Reports, update and announcements

a. **Water Operator's Report** – Curtis Olson

Last overflow measurement was 30 gal/minute, down from last month but still Ok. The crews experienced some more difficult meter installs resulting in higher crew hours per meter. Hiland is short some field crews but hope to get back to more meter work soon. There were several questions for Curtis about spring flow and spring #3, how to tell if a meter is faulty, how to determine leaks on the owner side, and if installing a meter can break the service line.

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

The Treasurer's report was presented by Commissioner Goldhammer. See the website for the Treasurer's reports. Some of the meter expenditures will be coming out of the chlorination account.

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

Hall Yes / Elliker Yes / Lombardi Yes / Goldhammer Yes /

Motion carried.

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

Hall Yes / Elliker Yes / Lombardi Yes / Goldhammer Yes /

Motion carried.

c. **BusOR loan update** – The August 4th hearing on our Business Oregon loan was cancelled. The BusOR staff did not feel the loan amount was feasible for a community of our size. We have a meeting with their staff and Keven of Civil West scheduled for August 22nd to explore our options. They also said not to worry about the deadline that was mentioned earlier.

d. **Document for license to install a meter on private property.** SDAO recommended we have the document reviewed by our attorney.

A motion was made by Commissioner Hall, second by Commissioner Lombardi, to send the letter to our attorney.

Hall Yes / Elliker Yes / Lombardi Yes / Goldhammer Yes /

Motion carried.

e. **Other correspondence** – Tort Claim Notice was received from a customer. We sent the tort claim and a number of communications we had with the customer to our insurance carrier who is investigating. We are now just waiting to hear the outcome.

E) Special Order of Business

a. **RFQ (Request for Qualifications) for project engineering**

We received only one response to the RFQ, from Civil West. The board discussed the point system in the RFQ and Civil Wests qualifications.

A motion was made by Commissioner Goldhammer, second by Commissioner Hall to select Civil West as our project engineer.

Hall Yes / Elliker Yes / Lombardi Abstain / Goldhammer Yes /

Motion carried.

G) Ordinances – none

H) Resolutions – none

I) Public Comments - none

J) Board member comments

Commissioner Lombardi heard a concern from a customer that there was not enough information on our website about how the meters work and how to detect leaks. The Board felt that due to liability concerns it is up to the customer to get the information elsewhere. Commissioner Lombardi is available to help with corp stop hunting.

Commissioner Goldhammer was concerned about the length of time it will take the springs to replenish. Commissioner Hall was also concerned about the springs and will email Hiland to request a mid-month overflow check.

Commissioner Elliker announced there is a customer who would like to start a group to organize regular community potlucks with rotating hosts. If anyone else is interested let her know so we can connect all interested parties. (We still need to deal with the yellow jacket nest near the front door.)

The next monthly board meeting will be Tuesday, September 12, 2023 at 6pm.

Meeting was adjourned at 7:18 PM

Submitted by Commissioner Elliker