**MINUTES**

**THE NESKOWIN REGIONAL WATER DISTRICT**

**PUBLIC HEARING FOR A PROPOSED RATE INCREASE AND RATE METHODOLOGY CHANGE**

**June 25th, 2020**

Commissioners Present: Steve Rubert, Al Gits, Gary Dunn, Frank DeMars and John Metschan

Commissioners Absent: None

Staff Present: Troy Trute and Joy Neufeld

Public Present:  None

**CALL TO ORDER:**

President Steve Rubert called the public hearing for proposed rate increase and methodology change meeting to order at 1:00 pm; this meeting was hosted by Zoom Meetings remotely.

1. Steve opened up this topic for discussion to the public and to the Board.
2. Troy and the Board discussed the proposed rate increase.
3. Steve Rubert read aloud Neskowin Regional Water District Resolution 2020-02, a resolution setting new rates.
4. ***\*\*Motion\*\*:***  Gary Dunn moved to adopt Neskowin Regional Water District Resolution 2020-02, a resolution setting new rates as presented.  Al Gits seconded the motion, which passed unanimously.
5. Troy said that he will present the Board with a resolution creating new methodology for charging system development fees, at the next Board meeting.

**ADJOURNMENT:**

There being no further business, the meeting was adjourned at 1:24.17 pm.  **\*\*Motion\*\*:**

Frank DeMars moved to adjourn this board meeting.  John Metschan seconded the motion, which passed unanimously.

**MINUTES**

**THE NESKOWIN REGIONAL WATER DISTRICT**

**2020-2021 PUBLIC BUDGET HEARING**

**June 25th, 2020**

Commissioners Present: Steve Rubert, Al Gits, Gary Dunn, Frank DeMars and John Metschan

Commissioners Absent: None

Staff Present: Troy Trute and Joy Neufeld

Public Present:  None

**CALL TO ORDER:**

President Steve Rubert called the Public Hearing for the 2020-2021 Budget meeting to order at 1:24.34 pm; this meeting was hosted by Zoom Meetings remotely.

1. Steve opened up this topic for discussion to the public and to the Board.
2. Troy and the Board discussed Troy’s estimated income and expense statement he and Frank had discussed.
3. Steve Rubert read aloud Neskowin Regional Water District Resolution 2020-03 Budget Adoption Fiscal Year-2021 Adopting the Budget.
4. ***\*\*Motion\*\*:***  Al Gits moved to adopt Neskowin Regional Water District Resolution 2020-03, Budget Adoption Fiscal Year 2020-2021, Adopting the Budget as presented.  Gary Dunn seconded the motion, which passed unanimously.

**ADJOURNMENT:**

There being no further business, the meeting was adjourned at 2:05.15 pm.  **\*\*Motion\*\*:**

John Metschan moved to adjourn this board meeting.  Frank DeMars seconded the motion, which passed unanimously.

**MINUTES**

**THE NESKOWIN REGIONAL WATER DISTRICT**

**BOARD OF COMMISSIONERS REGULAR MEETING**

**June 25th, 2020**

Commissioners Present: Steve Rubert, Al Gits, Gary Dunn, Frank DeMars and John Metschan

Commissioners Absent: None

Staff Present: Troy Trute and Joy Neufeld

Public Present:  None

**CALL TO ORDER:**

President Steve Rubert called the regular Board meeting to order at 2:05.42 pm; this meeting was hosted by Zoom Meetings remotely.

**REVIEW MINUTES:**

The Board reviewed the draft minutes from the Regular Board Meeting on May 25th, 2020. ***\*\*Motion\*\*:***  Gary Dunn moved to accept the minutes as revised.  John Metschan seconded the motion, which passed unanimously.

**REVIEW MINUTES:**

The Board reviewed the draft minutes from the Budget Committee Meeting on May 15th, 2020. ***\*\*Motion\*\*:***  Gary Dunn moved to accept the minutes as presented.  Frank DeMars seconded the motion, which passed unanimously.

**OPERATORS REPORT:**

1. The water plant is running well.
2. Troy said he is reviewing quotes to replace a variable frequency drive at the water plant.
3. Troy said that water usage has increased because of the pandemic.
4. Both Bac-T results were “absent” (non-detected).
5. Troy Said the District used more water than normal for filling, flushing and chlorinating District projects D9 and D12.
6. The District’s water passed the required quarterly disinfection by-products lab test.
7. Troy discussed purchasing a new system to reduce disinfection by-products as the district’s current system is on its way out.
8. Troy requested repealing the moratorium on water permits at Viking Estates. ***\*\*Motion\*\*:***  Gary Dunn moved to repeal the moratorium on water availability permits in Viking Estates as requested.  Al Gits seconded the motion, which passed unanimously.
9. Troy said that a hydrant on Dallas Street has been replaced due to it failing maintenance tests three times consecutively. He also informed the Board that a homeowner in the Dallas Street area had some complaints about the aesthetics of the new fire hydrant. Troy said they will be addressing her concerns.
10. Gary asked Troy about hydrants installed at Viking Estates. Troy said he purchased a second hydrant to add to the Viking Estates infrastructure and he is planning to install it soon.
11. Troy said all the district’s fire hydrants have been repainted and passed all maintenance tests.

**FINANCIAL REPORT:**

Troy went over the financial reports for the end of May 2020.

**BILLS TO BE PAID:**

Troy presented the bills to be paid.  ***\*\*Motion\*\*:***  Al Gits moved to pay the bills as presented.

1. Gary Dunn abstained from a debit that was made out to USPS on 06/18/2020 due to a conflict of interest as he works for the USPS.
2. Frank Demars seconded the motion, which passed unanimously.  The last check number was 13142.

**OLD BUSINESS:**

**BOARD WORK PLAN:**

1. 3rd Quarter 2019/2020 Tasks
	1. Annual Review of Personnel Policies
		1. Steve said the he and Troy will try to present this to the Board at the next Board
2. Meeting.4th Quarter 2019-2020 Tasks
	1. Draft annual Board work plan for upcoming year.
		1. Steve said he completed the Board work plan and sent it out to the Board. ***\*\*Motion\*\*:***  Frank DeMars moved to approve the Board Work Plan as presented.  Steve Rubert seconded the motion, which passed unanimously.
	2. Budget Adoption
		1. The budget was adopted at the Public Hearing for the 2020-2021 budget earlier.

**MASTER PLAN PROJECTS D/9 D/12:**

The D/9 D/12 projects are completed and paid for.

**SOUTH COUNTY EMERGENCY VOLUNTEERS CORP (EVC) UPDATES:**

1. Gary talked about the work that he and the south county utilities communications committee have been doing recently.
2. Gary said they have been working on antenna testing and are waiting for some equipment to come in.
3. After he receives the equipment, he will be ready to get together with Troy to do some communication equipment testing for the District.
4. Gary said he would like to get an antenna up on the roof of the water plant, hook up communications with the office and have Troy let him known which area in the District he would like tested.
5. Gary said that after the District’s communication testing report is completed he would then be able to give Troy a recommendation as to what communications equipment he should purchase for the District.
6. Gary said that the Tillamook County Emergency Manager was at the last South County emergency management meeting and recommended that the Water District link up with the Hebo Fire station in an emergency.
7. Gary talked about putting up storage containers with emergency caches at evacuation sites in the District.
8. Gary said the EVC is looking at following Cape Mears emergency management plan as it pertains to emergency storage units.

**NEW BUSINESS:**

**LATE FEE APPEALS:**

Joy presented four customer late fee appeals to the Board. Al recommended granting these four customer appeals. ***\*\*Motion\*\*:***  Al Gits moved to approve these four requests for deferral of late charges as requested.  Frank DeMars seconded the motion, which passed unanimously.

**FUTURE MEETING DATES:**

1. The NRWD Regular Board meeting is set for Thursday, July 30th, 2020 at 1:00 pm.
2. Subsequent NRWD Board meetings are tentatively set for Thursday August 27th, 2020 at 1:00 pm and Thursday September 24th, 2020 at 1:00 pm.

**ADJOURNMENT:**

There being no further business, the meeting was adjourned at 3:09.02 pm.  **\*\*Motion\*\*:**  Gary Dunn moved to adjourn this board meeting.  Al Gits seconded the motion, which passed unanimously.

Respectfully submitted,

Joy Neufeld

Recording Secretary, Neskowin Regional Water District

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Steve Rubert, President  Gary Dunn, Secretary