**MINUTES**

**THE NESKOWIN REGIONAL WATER DISTRICT**

**BOARD OF COMMISSIONERS REGULAR MEETING**

**JULY 30th, 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 1:00.00 pm at the District office at 47880 South Beach Road and this meeting was hosted by Zoom Meetings remotely.

**REVIEW MINUTES:**

The Board reviewed the draft minutes from the Public Hearing For A Rate Increase And Methodology Change Meeting on June 25th, 2020. ***\*\*Motion\*\*:***  John Metschan moved to accept the minutes as presented.  Al Gits seconded the motion, which passed unanimously.

**REVIEW MINUTES:**

The Board reviewed the draft minutes from the 2020-2021 Budget Hearing Meeting on June 25th, 2020. ***\*\*Motion\*\*:***  Gary Dunn moved to accept the minutes as presented.  Frank DeMars seconded the motion, which passed unanimously.

**REVIEW MINUTES:**

The Board reviewed the draft minutes from the Regular Board Meeting on June 25th, 2020. ***\*\*Motion\*\*:***  Gary Dunn moved to accept the minutes as presented.  Frank DeMars seconded the motion, which passed unanimously.

**OPERATORS REPORT:**

1. Both Bac-T results were “absent” (non-detected).
2. The District is scheduled to do five lead tests in October 2020.
3. The District is scheduled to do another disinfection byproducts test between August 1st and October 31st 2020.
4. The water plant is running well.
5. Quite a bit of water was processed in June due to high usage.
6. Troy said the water flow measurement over the weir was 16 cubic feet per second.
7. A leak was found and repaired in the Hawk Hills subdivision.
8. A collar broke on a waterline on Terrace Drive and was repaired.
9. Deer are eating the trees Troy planted at the Sahhali reservoir.
10. Troy discussed the need for the District to purchase a new commercial grade lawn mower with trailer for hauling and storage. ***\*\*Motion\*\*:***  Al Gits moved to approve the purchase of a new commercial grade lawn mower with trailer as Troy requested.  Gary Dunn seconded the motion, which passed unanimously.
11. Troy and the Board discussed the sale of the District’s current office building. The NRSA and the NRWD are both currently leasing the office and Board meeting space. The Board discussed various options available to the Water District. Gary suggested that the Board think about this topic and discuss this at the next Board meeting.
12. Troy and the Board discussed Cares Act funding.

**FINANCIAL REPORT:**

Troy went over the financial reports for the end of June 2020 and the end of the 2019-2020 budget financial reports.

**BILLS TO BE PAID:**

1. ***\*\*Motion\*\*:***  Al Gits moved to approve the checks as presented.
2. Gary Dunn abstained from a debit that was made out to USPS on 06/29/2020 due to a conflict of interest as he works for the USPS.
3. Gary Dunn seconded the motion, which passed unanimously.  The last check number was 13176.

**OLD BUSINESS:**

**BOARD WORK PLAN:**

1. 3rd Quarter 2019/2020 Tasks
   1. Annual Review of Personnel Policies
      1. Troy said that he is not quite finished with the Personnel Policy. He said will try to present his draft of the Personnel Policy to the Board at the next Board meeting.

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

1. Gary said that he and Troy did some emergency communications testing.
2. Gary said he gave Troy the specs and pricing of a good emergency communications system for the District. Gary said we will get Troy specs/pricing for lightening ground protection as well.
3. Gary said he will be moving on to help the Pacific City utilities with their emergency communication’s system.

**REVIEW THE STATUS OF THE DISTRICT’S NEW RATE STRUCTURE AND METHODOLOGY CHANGES:**

1. Troy and the Board reviewed the new rate structure and methodology.
2. Joy said she called all the high water users letting them know that their water rates were increasing and how much they would need to pay using the new rate structure.
3. Gary asked when Troy talks about the financials in August could he also show the Board what the billing amount would have been with the old rate system and what the changes are.

**RESOLUTION 2020-04: A RESOLUTION REVISING THE ASSESSMENT METHOD FOR SYSTEM DEVELOPMENT CHARGES:**

1. Steve Rubert read aloud Resolution 2020-04. ***\*\*Motion\*\*:***  Frank DeMars moved to adopt Resolution 2020-04 A Resolution Revising The Assessment Method For System Development Charges as presented.  Al Gits seconded the motion, which passed unanimously.
2. Frank and Troy are working on resolution requiring the Board to review the SDC charges, and analyze the District’s rate structure Troy is going to submit the resolution proposal to the District’s attorney Heather Reynolds for her review, then send it to the Board for their review.

**NEW BUSINESS:**

**SDAO BOARD TRAINING:**

Steve mentioned the online SDAO Board Training available Aug 18th, 19th and 25th, 2020 from 10:00 am to 11:00 am.

**FUTURE MEETING DATES:**

1. The NRWD Regular Board meeting is set for Thursday August 27th, 2020 at 1:00 pm.
2. Subsequent NRWD Board meetings are tentatively set for Thursday September 24th, 2020 at 1:00 pm and Thursday October 29th, 2020 at 1:00 pm.

**ADJOURNMENT:**

There being no further business, the meeting was adjourned at 2:53.58 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