



Neskowin Regional Water District

PO Box 823

Neskowin, OR 97149

Phone: (503)392-3966

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MINUTES

**THE NESKOWIN REGIONAL WATER DISTRICT
BOARD OF COMMISSIONERS REGULAR MEETING**

April 22, 2021

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

Commissioners Absent: Al Gits

Staff Present: Troy Trute and Joy Neufeld

Public Present: Brenda Freshman

CALL TO ORDER: (00:24)

President Steve Rubert called the regular Board meeting to order at 1:14:00 pm. This meeting was hosted by Zoom Meetings remotely.

REVIEW MINUTES: (00:27)

1. The Board reviewed the draft minutes from the regular Board Meeting on March 25th, 2021. ****Motion****: Al Gits moved to accept the minutes as presented. Gary Dunn seconded the motion, which passed unanimously.

OPERATORS REPORT: (02:14)

1. Both Bac-T results were “absent” (non-detected).
2. Troy will email the March 2021 plant log report to the Board.
3. Troy stated that Hawk Creek’s water levels are lower than normal. If this continues water curtailment measures may have to be implemented this summer.
4. Troy said that the District is doing hydrant maintenance and a hydrant was repaired in Viking Estates.
5. Troy recently sent out four water availability letters to potential customers developing lots in Neskowin.
6. Troy said that a pump was repaired at the Sakhali Shore Pump Station.
7. Troy said he installed a new dosing tank (for ACH dosing) at the water plant.
8. Troy stated some employees are missing work due to illness issues.
9. Water usage is up due to more people living and moving into Neskowin.
10. The homeowner in Viking Estates who had a large leak is getting it repaired and will be presenting the Board with an appeal.

FINANCIAL REPORT: (16:23)

1. Troy went over the financial reports for the end of March 2021.
2. Troy said that he may have to ask the Board to approve a supplementary budget in June due to the budgeted amount for liability insurance being more than he had estimated.



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BILLS TO BE PAID: (25:35)

Troy presented the bills to be paid.

1. ****Motion**:** Gary Dunn moved to approve the checks as presented.
2. Gary Dunn abstained from two debits paid to USPS on 04/07/2021, due to a conflict of interest as he works for the USPS.
3. Frank DeMars seconded the motion, which passed unanimously. The last check number was 13454.

OLD BUSINESS:

BOARD WORK PLAN: (37:13)

1. Board Work Plan Tasks:

1.1. 3rd Quarter 2020/2021 Tasks:

1.1.1. Budget Committee Date

- 1.1.1.1. Troy announced that the Budget Committee meeting will be on May 14, 2021 at 4:00 pm.
- 1.1.1.2. Troy said that Dan Sheridan might have a conflict with the May 14, 2021 date.
- 1.1.1.3. ****Motion**:** Steve Rubert moved to elect Aubrey Olson in place of Judy Rubert, as a committee member to the 21/22 Budget Committee. John Metschan seconded the motion, which passed unanimously.

1.1.2. Review Wage Scale (42:15)

- 1.1.2.1. John said he, Gary and Joe Texter met to discuss the District's wage scale/merit increases.
- 1.1.2.2. John said that after doing research into other local Water District's wage scales, and the Department of Labor wage statistic information, they felt that the District's General Manager's wage scale limit is adequate and somewhat generous. The Board discussed offering Troy a bonus as an alternative.
- 1.1.2.3. Gary said that he and John need to do more investigating and will present their findings to the Board.
- 1.1.2.4. Gary said the District could pay the SDAO HR Department to do a wage analysis.
- 1.1.2.5. Steve thanked John, Gary and Joe for reviewing the District's wage scale limits.

Review Rate Increase: (01:11.12)

1. Troy said that the District's current rate increase seems to be covering the District's general operating expenses, but that he will know more after he completes the 2021-2022 budget.



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NEW BUSINESS:

1. FUTURE MEETING DATES: (01:15:32)

1. The 2021-2022 Budget Committee Meeting is scheduled for May 14th, 2021 at 4:00 pm. The next NRWD Regular Board meeting is set for Thursday May 27th, 2021 at 1:00 pm. Subsequent NRWD Board meetings are tentatively set for June 24th, 2021 at 1:00 pm, and Thursday July 29th, 2021 at 1:00 pm.

2. EXECUTIVE SESSION: WATERSHED ACQUISITION: (01:18:56)

1. Steve Rubert called the Board into Executive Session pursuant to ORS #192.660 giving authority to call an Executive Session to discuss the acquisition of the watershed land.

3. AUTHORIZATION OF THE PURCHASE OF THE WATERSHED LAND:

(01:52:33)

1. ****Motion**:** Frank DeMars moved to authorize Troy to proceed with discussions with Mr. Kowalski concerning the purchase of his watershed land and finding resources for funding that acquisition. John Metschan seconded the motion, which passed unanimously.

ADJOURNMENT: (2:04:41)

There being no further business, the meeting was adjourned at 3:07:50 pm. ****Motion**:** Frank DeMars moved to adjourn this Board meeting. John Metschan seconded the motion, which passed unanimously.

Respectfully submitted,
Joy Neufeld
Recording Secretary, Neskowin Regional Water District

Steve Rubert, President

Gary Dunn, Secretary