



Neskowin Regional Water District

PO Box 823

Neskowin, OR 97149

Phone: (503)392-3966

Email: nrwd@neskowinwater.com

Web: www.neskowinwater.com

MINUTES

**THE NESKOWIN REGIONAL WATER DISTRICT
2021-2022 PUBLIC BUDGET HEARING**

June 24th, 2021

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

Commissioners Absent: John Metschan

Staff Present: Troy Trute

Public Present: Brenda Freshman & Joey Burton

CALL TO ORDER :(00:00:23)

President Steve Rubert called the Public Hearing for the 2021-2022 Budget meeting to order at 1:00:23 pm; this meeting was hosted by Zoom Meetings remotely.

REVIEW MINUTES: (00:00:50)

1. The Board reviewed the draft minutes from the regular Board Meeting on May 27th, 2021. ****Motion****: Frank DeMars moved to accept the minutes as presented. Gary Dunn seconded the motion, which passed unanimously.

CALL TO ORDER: (00:03:40)

President Steve Rubert called the Public Hearing for the 2021-2022 Budget meeting to order at 1:24.34 pm; this meeting was hosted by Zoom Meetings remotely.

BUDGET HEARING: (00:04:07)

1. Steve opened up this topic for discussion to the public and to the Board.
2. Gary reminded the Board the District has a zero based budget and that everything coming in is budgeted to go out. Troy asked the Board if his notes on the budget were helpful. The Board said they were.
3. Frank again suggested adding funding for emergency response to the Budget. Troy said that all money in the Capital Improvement fund is available for emergency response funding. Troy said that he has applied for a grant to put a metal roof on the water plant.
4. ****Motion****: Frank Demars moved to approve the 2021-2022 Budget as presented. Al Gits seconded the motion, Frank DeMars dissents; the motion passes 4 to 1.
5. Steve Rubert read aloud Neskowin Regional Water District Resolution 2021-02, Budget Adoption Fiscal Year 2021-2022, Adopting the Budget.
6. ****Motion****: Gary Dunn moved to adopt Neskowin Regional Water District Resolution 2021-02, Budget Adoption Fiscal Year 2021-2022, Adopting the Budget as presented. Al Gits seconded the motion, Frank Demars dissents; the motion passes 4 to 1.



Neskowin Regional Water District

PO Box 823

Neskowin, OR 97149

Phone: (503)392-3966

Email: nrwd@neskowinwater.com

Web: www.neskowinwater.com

ADJOURNMENT: 00:23:47

There being no further business, the meeting was adjourned at 1:23.47 pm. ****Motion****: Steven moved to adjourn this board meeting, which passed unanimously.

MINUTES

**THE NESKOWIN REGIONAL WATER DISTRICT
BOARD OF COMMISSIONERS REGULAR MEETING
June 24th, 2021**

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

Commissioners Absent: John Metschan

Staff Present: Troy Trute

Public Present: Brenda Freshman & Joey Burton

CALL TO ORDER: (00:24:00)

President Steve Rubert called the regular Board meeting to order at 1:05:18 pm. This meeting was hosted by Zoom Meetings remotely.

REVIEW MINUTES: (00:24:16)

1. The Board reviewed the draft minutes from the regular May 27, 2021 Board Meeting at the Budget Hearing Meeting.

OPERATORS REPORT: (00:24:17)

1. Troy said that he didn't have time to finish the plant report but that he would finish it and email it out to the Board.
2. Troy said the water plant is running well.
3. Troy said Both Bac-T results were "absent" (non-detected).
4. Troy said June 16th he submitted four samples for lead and copper testing from customer's homes and all test results were non-detectable for lead and copper.
5. Troy said June 16th he measured flow over the Hawk Creek weir at the Districts' water plant which was 13.34 cubic feet per second. Troy reported today's measurement at the weir is 11.96 cubic feet per second. Troy said that 11.96 cubic feet is a normal flow for this time of year.
6. Troy said the fire hydrant by the golf course was replaced.
7. Troy said the Neskowin Emergency Egress road crew hit and broke a one-inch waterline with their equipment.
8. Troy has been in discussion with the owner of the lot where the Sahhali Shores pump station and reservoir are both located to see what they might want from the District.
9. Troy said they have been doing a lot of maintenance and yard work out in the system.



Neskowin Regional Water District

PO Box 823

Neskowin, OR 97149

Phone: (503)392-3966

Email: nrwd@neskowinwater.com

Web: www.neskowinwater.com

10. Troy said every subdivision has a new home start, and the District will be installing new meters and water services.
11. Troy said that he keeps monitoring the creek's water levels and will be posting the actual creek flow on the District's webpage and on the District's Facebook page.

SDC APPEAL ACCOUNT #171: (00:37:55)

1. Mr. Burton said the previous owner passed away Jan 1, 2017 and none of the heirs took over the house or paid the bills. The account with the Water District was not getting paid and the meter was eventually disconnected and removed.
2. Mr. Burton said that he and his wife have now purchased the home and would like to reconnect to the District's system and have a new meter installed. Troy told him that he will need to pay a new SDC fee. Mr. Burton said that someone paid the SDC fee when the service was initially installed and it seems redundant to charge the fee again. He said there will be costs for a new meter, meter installation and the home has an existing lien that he will also have to pay the District.
3. Troy and the Board discussed the current policy surrounding this situation. Gary said that Troy and The Board need to do a review of the SDC removal policy. Troy said he will create a Resolution surrounding this.
4. Frank suggested that if a meter is removed and the customer wants to hook back up to the District's system, the customer should then be asked to pay the back year's monthly base fee of \$36.00 per month.
5. ****Motion**:** Gary Dunn moved to accept the waiver of the SDC charge as requested in this case, however funds owed to the District for a new meter installation and past liens must be paid. Frank DeMars seconded the motion, which passed unanimously.
6. Steve asked for this topic to be put on future agendas for further discussion.
7. Mr. Burton thanked the Board.

FINANCIAL REPORT: (00:51:02)

1. Troy went over the financial reports for the end of May, 2021.
2. Gary asked about the \$1,500.00 amount for Membership and dues. Troy said it is a new annual fee from the State of Oregon for annual District survey costs.
3. Steve asked if there would be a sign notifying customers of the office closure/move posted somewhere for District customers. Troy said that he would work on that.

BILLS TO BE PAID: (01:01:06)

Troy presented the bills to be paid.

1. ****Motion**:** Frank DeMars moved to approve paying all the bills as presented. Gary Dunn seconded the motion, which passed unanimously. The last check number was 13503.

OLD BUSINESS:



Neskowin Regional Water District

PO Box 823

Neskowin, OR 97149

Phone: (503)392-3966

Email: nrwd@neskowinwater.com

Web: www.neskowinwater.com

1. BOARD WORK PLAN TASKS: (01:04:54)

1.1. 4th Quarter 2020-2021 Tasks:

1.1.1. Board Performance Self Evaluations: (01:05:42)

1.1.1.1. Steve said that he is waiting until all Board members get their Board Evaluation Questionnaires back to him. Troy told the Board that he thought they all do a very good job and the Board thanked him.

1.1.2. Draft Annual Board Work Plan for Upcoming Year: (01:07:24)

1.1.2.1. Steve said he would update and send the 2021-2022 Annual Board work plan to the Board

1.1.2.2. Steve said the Board could vote to approve the plan at the Board meeting in July.

1.1.3. Budget Adoption:

1.1.3.1. The 2021/2022 Budget was adopted in the prior Budget Hearing meeting.

2. REVIEW RATE INCREASE: (01:08:17)

Troy said the District is still on target and will not need to raise rates. The Board said that Troy could take this topic off the agenda. The Board told Troy if he sees any significant changes in expenses and income he could discuss the changes with the Board.

3. RESOLUTION 2021-03 DISPOSAL OF DISTRICT'S SURPLUS PROPERTY POLICY: (01:11:23)

Steve Rubert read aloud Resolution 2021-03 Disposal of District's Surplus Property Policy.

****Motion**:** Gary Dunn moved to approve Resolution 2021-03 Disposal of District's Surplus Property Policy as edited. Al Gits seconded the motion, which passed unanimously.

4. RESOLUTION 2021-04 CUSTOMER LEAK APPEAL POLICY: (01:14:45)

4.1. Steve Rubert read aloud Resolution 2021-04 Customer Leak Appeal Policy.

****Motion**:** Al Gits moved to approve Resolution 2021-04 Customer Leak Appeal Policy as edited. Frank Demars seconded the motion, which passed unanimously.

4.2. Troy said that he is now sending Danny out every other Wednesday to read the radio read meters in the system and will be able to assess leaks earlier.

5. APPEAL ACCOUNT #164: (01:30:46)

5.1. Troy read aloud the appeal letter from the homeowner account #164.

5.2. ****Motion**:** Al Gits moved to grant an appeal reducing the bill for a total billing amount of \$4,641.03 owing. Steve Rubert seconded the motion, Gary Dunn dissents; the motion passes 3 to 1.



Neskowin Regional Water District

PO Box 823

Neskowin, OR 97149

Phone: (503)392-3966

Email: nrwd@neskowinwater.com

Web: www.neskowinwater.com

NEW BUSINESS:

1. CUSTOMER APPEAL ACCOUNT #1424: (01:37:32)

1.1. Troy read aloud the appeal letter from the homeowner account #1424.

1.2. ****Motion****: Gary Dunn moved to grant an appeal for account #1424 reducing the bill, for a total billing amount of \$785.03 owing. Al Gits seconded the motion, which passed unanimously.

Gary suggested putting emergency management funding on the agenda. Frank wants to put the watershed purchase back on the agenda.

2. NEW PERSONNEL COMPENSATION TABLE UPDATE: (01:52:10)

2.1. Troy and the Board discussed updating the Personnel Compensation Tables.

2.2. ****Motion****: Frank DeMars moved to approve the revised personnel compensation table update as presented. Gary Dunn seconded the motion, which passed unanimously.

3. FUTURE MEETING DATES: (02:02:27)

The next NRWD Regular Board meeting will be on Thursday, July 29th, 2021 at 1:00 pm.

Subsequent NRWD Board meetings are tentatively set for Thursday, August 26th, 2021 at 1:00 pm and Thursday, September 23rd, 2021 at 1:00 pm.

Steve said he personally has enjoyed working with Al Gits on the Board. Steve, Troy and the Board thanked Al for all his time and work he put in on the Board over the years. Troy said that the District has a gift to present to Al for all of his years of service on the Board.

ADJOURNMENT: (02:06:44)

There being no further business, the meeting was adjourned at 3:06:53 pm. ****Motion****: Al Gits moved to adjourn this Board meeting. Steve Rubert seconded the motion, which passed unanimously.

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

Steve Rubert, President

Gary Dunn, Secretary