



Neskowin Regional Water District

PO Box 823

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MINUTES

**THE NESKOWIN REGIONAL WATER DISTRICT
BOARD OF COMMISSIONERS REGULAR MEETING
July 29th, 2021**

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

Commissioners Absent: None

Staff Present: Troy Trute and Joy Neufeld

Public Present: None

CALL TO ORDER: (00:00:44)

President Steve Rubert called the regular Board meeting to order at 1:08:20 pm. This meeting was hosted by Zoom Meetings remotely.

REVIEW MINUTES: (00:00:52)

1. The Board reviewed the draft minutes from the Budget Hearing Meeting on June 24th, 2021. ****Motion**:** Gary Dunn moved to accept the minutes as corrected. Frank DeMars seconded the motion and Brenda Freshman abstained, the motion passes.

REVIEW MINUTES: (00:05:49)

1. The Board reviewed the draft minutes from the regular Board Meeting on June 24th, 2021. ****Motion**:** Frank DeMars moved to accept the minutes as corrected. John Metschan seconded the motion and Brenda Freshman abstained, the motion passes.

OPERATORS REPORT: (00:08:53)

1. Troy stated the staff replaced a hydrant by the Tsunami Evacuation Trail on Hawk Street.
2. Troy stated the staff are doing hydrant maintenance and repairs.
3. Troy stated that the autofill function at the Sahlali reservoir was malfunctioning and has since been repaired.
4. Troy stated that he had been in discussions with the Fisher family who own the lot that houses the Sahlali Reservoir. Troy told Mr. Fisher that he would submit a plan to purchase his property.
5. Troy reported today's measurement of water flow in Hawk Creek is 3.75 cubic feet per second. Troy and the Board discussed the low water levels and the possibility of water curtailment in the District. Troy will give a presentation about District water status at the next NCAC meeting. Brenda mentioned that Troy could also discuss water availability duration in the case of an emergency, at the NCAC meeting.



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6. Troy stated he submitted eleven samples for lead and copper testing from customer's homes and all test results were extremely low or non-detectable for lead and copper.
7. Troy stated Both Bac-T results were "absent" (non-detected).

FINANCIAL REPORT: (00:40:45)

1. Troy went over the financial reports for the end of June, 2021.

BILLS TO BE PAID: (00:48:21)

Troy presented the bills to be paid.

1. Gary asked if John who is now the Board Treasurer would be checking the beginning and ending check numbers. John said that he reviews the bank statements, LGIP statements, the financials and check numbers once a month.
2. ****Motion**:** Gary Dunn moved to approve paying all the bills as corrected. Frank DeMars seconded the motion, which passed unanimously. The last check number was 13552.

OLD BUSINESS:

1. BOARD WORK PLAN TASKS: (01:10:56)

1.1. 4th Quarter 2020-2021 Tasks:

1.1.1. Oath of Office Brenda Freshman (01:12:02)

- 1.1.1.1. The Board welcomed Brenda Freshman to the Board. Troy said that Brenda signed her Oath of Office form and that Steve would also need to sign the form.

1.1.2. Election Of Board Officers: (01:13:55)

- 1.1.2.1. ****Motion**:** Brenda Freshman moved to accept the volunteers and appoint Steve Rubert as Board President, Gary Dunn as Board Secretary and John Metschan as Board Treasurer. Frank DeMars seconded the motion, which passed unanimously.

1.1.3. Board Performance Self Evaluations: (01:16:01)

- 1.1.3.1. Steve said that he looked over the Board Evaluation Questionnaires. Overall the Board is doing a good job. In his questionnaire, Al suggested Board members review all of the Board paperwork prior to coming to the Board meetings.
- 1.1.3.2. Steve said that each Board member is responsible for continuing Board training. He suggested Brenda check in with the SDAO for training pertaining to new Board members. Troy said that he signed Brenda up with the SDAO to receive emails about Board training. Brenda said that she would be interested in online Board training.

1.1.4. Board Work Plan: (01:21:27)



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1.1.4.1. Steve said he finished reviewing the 2021-2022 Board Work Plan and sent it to Troy for review and that Troy would send it out to the Board.

2. WATERSHED LAND PURCHASE: (01:26:47)

- 2.1.** Troy stated he created a spreadsheet that he could share with the Board that had information pertaining to costs of land in the watershed. Troy reminded the Board that if they wanted to talk about the actual financial aspects of purchasing watershed land the Board would need to go into an Executive Session.
- 2.2.** Troy stated that he has been in negotiations with Mike Kowalski about the purchase of his watershed land.
- 2.3.** Troy said he has also been in discussion with the Schlicting family about purchasing their watershed land. The Schlicting family has submitted an offer to the District.
- 2.4.** Brenda said with the Boards approval, she would like to be the Board representative between the Board and Alex and Guy to help move this along. The Board agreed to let Brenda work with Troy, Guy and Alex on watershed land acquisition.
- 2.5.** Frank talked about charging customers a \$1.00 per month surcharge toward the purchase of watershed land.
- 2.6.** Brenda suggested noting on customer's bills that customers may also voluntarily contribute to the watershed acquisition fund if they desire to do so.
- 2.7.** Troy agreed with both Frank and Brenda and asked the Board if he should create a resolution that would make a new fund named the Watershed Acquisition Fund. Gary asked what the legalities were surrounding creating a new fund and imposing a new surcharge fee. John suggested Troy check in with the District's attorney.
- 2.8.** Brenda suggested the District host a NCAC town hall concerning watershed acquisition and prepare for that.
- 2.9.** Troy said that he has posted informational watershed documents on the District's website.

3. SDC POLICY DISCUSSION: (02:08:32)

- 3.1.** Troy asked to take this off the agenda, ****Motion****: John Metschan moved to take the SDC Policy Discussion of the agenda as suggested. Frank DeMars seconded the motion, which passed unanimously.

NEW BUSINESS:

1. EMERGENCY MANAGEMENT FUNDING (02:10:36)

- 1.1.** Frank said that he was going to attend a SDAO Risk Management course in Cottage Grove in October.



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- 1.2. Frank said that he and Troy agree the District could use some professional help gaining information about fire prevention to evaluate the District's various properties.
- 1.3. Frank also suggested hiring a seismologist to review how the District's water tanks would hold up in the case of an earthquake, and offer suggestions for mitigation if necessary.
- 1.4. Brenda said that she received help from Tillamook County from "Fire Wise" who do free inspections of residential communities to assess their fire risks.
- 1.5. Gary said that the District has an emergency response plan but it is up to the Board to decide how to fund risk mitigation efforts and hiring a seismologist would be costly.
- 1.6. Troy said he could ask the local fire chief to check out the District's infrastructure and ask for his suggestions for fire mitigation.
- 1.7. Gary suggested Troy work with Frank on this topic and report back to the Board.
- 1.8. Troy said he is installing a sprinkler system on top of the water plant in order to mitigate fire hazards at the water plant.

2. FUTURE MEETING DATES: (02:29:02)

The next NRWD Regular Board meeting will be on Thursday, August 26th, 2021 at 1:00 pm. Subsequent NRWD Board meetings are tentatively set for Thursday, September 23rd, 2021 at 1:00 pm and Thursday, October 28, 2021 at 1:00 pm.

ADJOURNMENT: (02:31:21)

There being no further business, the meeting was adjourned at 3:40:59 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