



Neskowin Regional Water District

PO Box 823

Neskowin, OR 97149

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MINUTES

THE NESKOWIN REGIONAL WATER DISTRICT (NRWD)

BOARD OF COMMISSIONERS REGULAR MEETING

September 23, 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: (00:01:07)

1. John Metschan called the regular Board meeting to order at 1:10:00 pm. This meeting was hosted by Zoom Meetings remotely.

REVIEW MINUTES: (00:01:18)

1. The Board reviewed the draft minutes from the regular Board Meeting on August 26th, 2021. ****Motion****: Brenda Freshman moved to accept the minutes as revised. Gary Dunn seconded the motion, which passed unanimously.

OPERATORS REPORT: (00:02:17)

1. Troy stated Both Bac-T results were “absent” (non-detected).
2. Volatile Organic Compounds lab testing results and the Disinfection By-products lab testing results were very good.
3. Troy stated that Hawk Creek’s water flow over the first weir at the water plant is 5.0 cubic feet per second.
4. Troy stated that the staff is continuing to replace meters in the distribution system.
5. Troy said the District has replaced two meter boxes on Amity.
6. Troy said the District had to find and fix a leak in the Hawk Hills Subdivision and in South Beach.
7. Troy said the District is waiting to do some planting around the District properties until it begins to rain more consistently.
8. Troy said a computer card that controls filtering went out and he had to re-route input for the water filter to a different computer card. Troy ordered a new computer card.
9. Troy said the soda ash mixer motor blew up and had to be replaced.
10. Gary asked if the District uses surge protectors. Troy said the District does.
11. Troy said Heather Reynolds; the District’s attorney said that the District would need to pay Tillamook County Public Works Department their charges for temporarily moving the District’s water main while they work on the emergency egress road. The county’s estimated



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cost for this project is \$27,000.00. Troy said he could send the Board Heather's letter. Troy said that he will need to get the Board's approval prior to paying the county for their work.

12. Troy said an employee was out on quarantine for half of September due to having a family member test positive for Covid-19.
13. Gary asked if the employees are either vaccinated or tested. Troy checked in with the State and the District cannot mandate vaccinations. The District could require all employees to be on a testing schedule but the District would have to pay for the tests and testing processing.
14. Brenda said that Troy should check in with Tillamook County Health Department as to vaccination mandates. Brenda said that Troy might consider asking employees to wear masks while at work.
15. Troy said he would check in with Tillamook County Health Department. Troy said staff does wear masks when they are close together. Troy said that Danny, Jerry and himself all have their own tools and trucks.

FINANCIAL REPORT: (00:21:51)

1. Troy went over the financial reports for the end of August, 2021. Troy said he would have to make corrections to the August, 2021 Revenue and Expense Report and send it out to the Board.

BILLS TO BE PAID: (00:36:19)

Troy presented the bills to be paid.

1. ****Motion**:** Frank Demars moved to pay all the bills as presented. John Metschan seconded the motion, which passed unanimously. The last check number was 13603.

OLD BUSINESS:

1. BOARD WORK PLAN TASKS: (00:36:53)

1.1. 1st Quarter 2021-2022 Tasks:

1.1.1. **Board Work Plan:** All first quarter tasks completed.

1.2. Second Quarter Task (Annual Review of the Emergency Response Plan):

1.2.1. Troy said he would work on the Emergency Response Plan and report to the Board.

1.2.2. Frank volunteered to review the Emergency Response Plan with Troy. When completed Troy and Frank will present it to the Board for their approval.

1.2.3. Gary again suggested the District's staff do an Emergency Response drill. Troy said the staff could do the drill in December.



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2. WATERSHED LAND PURCHASE: (00:44:08)

- 2.1. Brenda said that Troy forwarded the Board a letter from Alex Sifford.
- 2.2. Brenda said that Alex suggested the District hold an educational town hall to discuss the District purchasing the watershed land.
- 2.3. Brenda said that she plans and holds informational town hall meetings regularly for the NCAC Survey Committee, and asked the Board if they might want her to host a town hall meeting early January, February, or March 2022 on the District's behalf.
- 2.4. Brenda invited Troy to join her and two other community members who work to plan town hall meetings. Brenda said that they have these meetings on zoom every Friday at 1:00 pm and that Troy could join a meeting if he wants.
- 2.5. Brenda discussed getting the information out through the NCAC communication channels.
- 2.6. Troy said Mike Kowalski is interested in waiting to work with the North Coast Land Conservatory as they might be able to offer him tax breaks.
- 2.7. Troy said that the District is waiting for the North Coast Land Conservatory meeting and evaluation.
- 2.8. Troy said that the District is working to obtain title searches for the watershed land properties.
- 2.9. Troy said he is waiting for approval from DEQ to make sure the payments for the title searches are allowed under the DEQ grant that was given to the District.
- 2.10. Gary said at some point the Board needs to discuss the costs of purchasing the small watershed land owner's properties.

3. EMERGENCY MANAGEMENT FUNDING: (01:01:16)

- 3.1. Gary said that before he agrees to approve any extra spending for emergency management he needs to see something from the perspective of the District's full twenty year plan. He wants to see the entire scope and costs of all of the projected projects and estimated cost of maintaining the entire system.
- 3.2. Gary explained that the Cascadia Rising 2022 event is a coordinated catastrophic earthquake and tsunami exercise. It will be a 4-day (June 13-16, 2022) functional exercise coordinated by government and private sectors.
- 3.3. Tillamook County is signed up for the Cascadia Rising event for June 13 and 14, 2022 from 9:00 am to 12:00 pm. The focus of the exercise will be communications.
- 3.4. Troy said he is planning on participating in the event on behalf of the District.
- 3.5. Frank suggested bringing in a professional to assess possible needed upgrades to the District's infrastructure in case of an emergency event such as fire or earthquake.
- 3.6. Frank said he is hoping to get more information when he attends the SDAO Risk Management course October 13, 2021.



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- 3.7. Gary said that prior Board decisions surrounding emergency management funding should also be discussed when deciding to increase or change District spending priorities.
 - 3.8. Gary said the District needs to come up with a comprehensive plan that fits into the budget.
 - 3.9. Steve agreed with Gary, and said the Board is at the beginning of a process of trying to figure out a more sustainable financial future, which will hopefully be able to include emergency preparedness, watershed land acquisition, and ongoing maintenance of the existing system.
 - 3.10. Steve thanked both Gary and Frank for their work on this topic.
- 4. DICKERSON'S WELL DRILLING COMPLAINT:** (01:20:05)
- 4.1. Steve said he talked to both Troy and Brenda about Mr. Blair's letter complaining about Troy.
 - 4.2. Steve said he had some issues with the letter's tone and accusations that had no backup support or evidence. Steve suggested that in the future Troy calmly notify the customer of the District rules and tell the customer if they do not agree they can go the Board.
 - 4.3. Troy said he had given Mr. Blair several chances to follow his instructions/District rules when taking bulk water from the District's hydrants and Mr. Blair continued to defy them.
 - 4.4. Troy said he told Mr. Blair that he is no longer allowed to purchase bulk water from the District.
 - 4.5. Troy said that there could be a liability to the District if the procedures of obtaining bulk water are not followed properly.
 - 4.6. Troy said that he did not appreciate Mr. Blair threatening his job and livelihood by sending this negative letter to the Board.
 - 4.7. Brenda said she was dissatisfied with her initial contact with Troy. She said that it was that initial dissatisfaction that prompted her to join the Board.
 - 4.8. Brenda said she had spoken with other community members that felt the same dissatisfaction with their interactions with Troy but did not feel they had any recourse.
 - 4.9. Brenda suggested Troy consider anger management counseling.
 - 4.10. Brenda suggested the District send out a customer satisfaction survey. Brenda said she could create a customer satisfaction survey for the Board to review.
 - 4.11. Frank stated that he felt that anyone who repeatedly failed to follow district water usage rules should be reported to legal authorities for property theft.
 - 4.12. Gary said he also did not like the tone of Mr. Blair's letter and thought Mr. Blair should have followed the District rules enforced by Troy.
 - 4.13. Gary asked to have the Bulk Water Ordinance put on the next agenda for the Board's review. He thought a survey might be a good idea but thought the District should not make the survey just about Troy.



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NEW BUSINESS:

- 1. FUTURE MEETING DATES:** The next NRWD Regular Board meeting will be on Friday, October 29, 2021 at 1:00 pm. Subsequent NRWD Board meetings are tentatively set for Thursday, November 18, 2021 at 1:00 pm and Thursday, December 16, 2021 at 1:00 pm.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 3:15 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