



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
BOARD OF COMMISSIONERS REGULAR MEETING**

August 31, 2023

Commissioners Present: Steve Rubert, John Metschan, Brenda Freshman, and Paul Bender.

Commissioners Absent: Guy Sievert.

Staff Present: Troy Trute and Joy Neufeld.

Public Present: Lowell Brown, Carol Hoke, Doug Millican, Mike and Kathy Landers, and Scott Springer.

CALL TO ORDER: (00:00:24)

Steve Rubert called the regular Board meeting to order at 1:01.00 p.m. This meeting was held at the District's Water Plant at 5880 S Fairway Rd. and hosted remotely via Zoom Meetings.

NEW BUSINESS: (00:01:00)

1. HILLS OF NESKOWIN PUMP HOUSE: (00:01:20)

- 1.1. Lowell Brown, the Secretary of the HOA at the Hills of Neskowin, requested the District install two bollards in front of the piping by the Hills of Neskowin pump house to protect the pipes as people drive their cars by the building to turn around.
- 1.2. Troy suggested putting a fence around the Hills of Neskowin pump house. Brenda and Lowell thought that was a good idea.
- 1.3. Troy said if the Hills of Neskowin HOA would be interested in helping to finance the fence, the District could put up a nicer fence rather than a chain link fence.
- 1.4. Lowell said he would discuss the HOA helping to fund the fence. He said if possible, just putting up a facing fence would stop people from turning around there.
- 1.5. Steve said that the District would need to get input from the surrounding landowners prior to the District installing a fence.
- 1.6. Troy said he would contact the adjacent landowners and work with the Hills of Neskowin HOA to work on putting up a fence.
- 1.7. Troy said that this might be an excellent model to follow in the future for other District pump stations.
- 1.8. Lowell thanked the District for working to resolve this issue.
- 1.9. Scott Springer said he has the easement to access the water tower. He said there is also an exposed pipe by the water tower, and people also turn their cars around by the tower.

REVIEW MINUTES: (00:21:39)

1. The Board reviewed the draft minutes from the July 27, 2023, Regular Board Meeting.



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****Motion****: John Metschan moved to accept the July 27, 2023, Regular Board Meeting minutes as presented; Paul Bender seconded the motion, which passed unanimously.

OPERATORS REPORT August 2023: (0:23:27)

1. Distribution System

1.1. There have been no water service interruptions this month.

2. Treatment System

2.1. Our bacteriological testing has had no detectable amounts of coliforms this month.

2.2. Stream flows are slightly below average for this time of year but are currently adequate.

2.3. The water filter is running well and is producing excellent potable water.

2.4. John Metschan said that he had Groth-Gates check out his hot water tank, and after 17 years of use, there was no sediment. John said that is a testament to the District's water treatment facility.

FINANCIAL REPORT: (0:25:46)

Troy went over the financial reports for the end of July 2023.

BILLS TO BE PAID: (00:28:10)

Troy presented the bills to be paid. ****Motion****: John Metschan moved to approve the bills as paid; Steve Rubert seconded the motion, which passed unanimously. The last check number was 14170.

****Motion****: Steve Rubert moved to approve the payment of \$14,257.23 to Road and Driveway Co., Inc. for paving; John Metschan seconded the motion, which passed unanimously. The check number for that payment was 14170.

OLD BUSINESS: (00:38:42)

BOARD WORK PLAN TASKS:

1. WATERSHED LAND PURCHASE - POSSIBLE EXECUTIVE SESSION: (00:38:43)

1.1. Watershed Forestry Service Contract with Mason Bruce and Gerard Inc.

****Motion****: Brenda Freshman moved to accept/approve the Mason, Bruce, and Gerard forest management contract as presented; John Metschan seconded the motion, which passed unanimously.

1.2. Troy said that Mr. Kowalski is still waiting for the September timber figures before he closes on the Watershed land sale.



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2. ADDITIONS TO THE WEBSITE: FAQ, CUSTOMER RESPONSE FORM, AND ENVIRONMENTAL INFORMATION: (00:42:19)

2.1. Brenda said she received responses from some Board members, Joy and Troy. Brenda said a customer said she could not send the form for some reason. Brenda got an email from the customer with her paving issue inquiry.

3. BOARD SELF-EVALUATION: (00:44:16)

3.1. Brenda said she and Guy were still working on the Board Self-Evaluation form and process and would bring them to the next board meeting.

4. CUSTOMER RESPONSES PAVING NOTIFICATION ISSUE: (00:45:00)

4.1. Brenda said that she was contacted by Misha Thompson, and Ingrid Kavli on the Crest, who said not receiving prior notification of paving done in their area was very disruptive to their schedules and requested prior notification for paving in the future. She also discussed an email a customer sent her concerning this issue.

4.2. Brenda said that Troy contacted the paving company, and they issued an apology letter.

4.3. Troy asked if Brenda could email the customers who contacted her the apology letter from Road and Driveway. She said she would.

4.4. Steve suggested Joy send a group notification as soon as the District is notified.

4.5. The Board said the District would see if they could work on improving future paving notifications.

NEW BUSINESS: (0:56:04)

2. FUTURE MEETING DATES: (00:56:05)

2.1. The next NRWD Regular Board meeting will be on Thursday, September 21, 2023, at 1:00 p.m. Subsequent NRWD Board meetings are tentatively set for Thursday, October 26, 2023, at 1:00 p.m. and Thursday, November 30, 2023, at 1:00 pm.

3. NEW EMPLOYEE RESPONSE: (00:57:20)

3.1. Steve asked Troy if there was any response to the District's ads for a new employee.

Troy said he had gotten no response and would have to extend the application deadline.

ADJOURNMENT: (01:01:12)

****Motion**:** John Metschan moved to adjourn this Board meeting; Paul Bender seconded the motion, which passed unanimously. There being no further business, the meeting was adjourned at 2:03 p.m.

Respectfully submitted,



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Joy Neufeld
Recording Secretary, Neskowin Regional Water District

Steve Rubert, President

Brenda Freshman, Secretary