



Neskowin Regional Water District

PO Box 823

Neskowin, OR 97149

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MINUTES:

THE NESKOWIN REGIONAL WATER DISTRICT BOARD OF COMMISSIONERS REGULAR MEETING

March 28th, 2024

Commissioners Present: Steve Rubert, John Metschan, Guy Sievert, and Paul Bender.

Commissioners Absent: Brenda Freshman.

Staff Present: Troy Trute and Joy Neufeld.

Public Present: None.

CALL TO ORDER: (00:00:54)

Steve Rubert called the regular Board meeting to order at 1:00.54 p.m. This meeting was held at the District's Water Plant at 5880 S. Fairway Rd. and hosted remotely via Zoom Meetings. The Board, staff, and guests introduced themselves.

REVIEW MINUTES: (00:01:15)

The Board reviewed the draft minutes from the February 29th, 2024, Regular Board Meeting.

****Motion**:** John Metschan moved to accept the February 29th, 2024, Regular Board Meeting minutes as presented; Steve Rubert seconded the motion, which passed unanimously.

OPERATORS REPORT March 2024: (00:03:30)

1. Distribution System (00:03:56)

- 1.1. We have done maintenance on the Sakhali Shores propane engines.
- 1.2. We fixed a leak in Viking Estates on Wednesday, March 13th. Water service was restored approximately three hours after the incident. People in the Viking Estates subdivision were put on a boil water order until we received bacteriological testing results early Friday that indicated no contamination.
- 1.3. On Monday, March 18th, we repaired a leak on Hilltop in the South Beach neighborhood without shutting down anyone's water service.
- 1.4. We have begun installing a fire hydrant on Hilltop in the Hawk Hills subdivision.

2. Treatment System (00:5:55)

- 2.1. Our finished water pump #1 motor was delivered on March 25th. We await parts to connect it to the finished water pump #1.
- 2.2. Our bacteriological testing has had no detectable amounts of coliforms this month.
- 2.3. The water filter is running well and is producing excellent potable water.

FINANCIAL REPORT: (00:19:42)



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Troy reviewed the financial reports for the end of February 2024.

BILLS TO BE PAID: (00:38:26)

Troy presented the bills to be paid. ****Motion**:** John Metschan moved to approve of the bills as paid; Paul Bender seconded the motion, which passed unanimously. The last check number was 14333.

OLD BUSINESS: (00:38:45)

BOARD WORK PLAN TASKS:

1. WATERSHED LAND PURCHASE - POSSIBLE EXECUTIVE SESSION: (00:38:48)

- 1.1. Troy submitted a grant application for the Private Forest Accord to cover the cost of appraising the Schlicting's watershed land.
- 1.2. Troy said the Schlictings are planning on listing their watershed land, and he has requested a meeting with them.
- 1.3. Troy said he has been in discussions with representatives from Weyerhaeuser concerning the District purchasing their watershed land.
- 1.4. Troy said the District has submitted an article to the NCA expounding what the District has been doing to purchase land within the watershed.

2. ADDITIONS TO THE WEBSITE: FAQ, CUSTOMER RESPONSE FORM, AND ENVIRONMENTAL INFORMATION: (00:58:22)

No new news. The Board removed "Additions To The Website" and "Environmental Information" and left the Customer Response Form on the Agenda.

3. BOARD SELF-EVALUATION: (01:01:57)

No new news. The Board decided to remove this topic from the agenda.

4. GENERAL MANAGER'S WORK FOR OTHER WATER DISTRICTS: (01:02:54)

- 4.1. Guy said that the District's attorney needs to create an MOU Memorandum of Understanding and have the other water districts that Troy works for sign it.
- 4.2. Troy suggested instead of creating an MOU, the lawyer could create a personnel policy limiting the District's liability to cover all employees of the Water District who work outside the District. The Board agreed.

5. HORIZON HILLS & WI-NE-MA WATER SYSTEM ANNEXATIONS: (01:09:24)

Troy said he applied for a SIPP grant to cover the feasibility study costs and should hear back about the grant sometime next month.



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6. WATER AVAILABILITY FOR AFFORDABLE HOUSING/PLANNING IN NESKOWIN: (01:13:47)

- 6.1. Troy gave Guy the District's water conservation plan, which contains the District's predicted water availability; Guy said he gave the information to Tillamook County planning and posted it on the Tillamook County "CAC" Citizen Advisory Committee's website.
- 6.2. Steve and John asked Troy for a printed copy of the District's water conservation plan.
- 6.3. The Board asked that this topic be removed from the agenda as it is completed.

NEW BUSINESS: (01:20:39)

1. CUSTOMER APPEAL (01:20:40)

The Board decided to grant the appeal account #103301 before the Board following Resolution No 2021-04. ****Motion****: John Metschan moved to grant account # 103301 an appeal of \$366.76; Guy Sievert seconded the motion, which passed unanimously.

2. PRELIMINARY 2024-2025 BUDGET DISCUSSION:(01:23:55)

- 2.1. Troy said he is working on the 2024-2025 Budget and will send a draft to the Board when he completes it.
- 2.2. Troy said the District will need to raise rates this year.
- 2.3. Troy said he would send the Board the Budget Committee member's names for them to review.

3. FUTURE MEETING DATES: (01:28:14)

The next NRWD Regular Board meeting will be on Thursday, April 25th, 2024, at 1:00 p.m. Subsequent NRWD Board meetings are tentatively set for Thursday, May 30th, 2024, at 1:00 p.m. and Thursday, June 27th, 2024, at 1:00 pm.

ADJOURNMENT: (01:30:49)

****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 2:34 p.m.

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

Steve Rubert, President

Brenda Freshman, Secretary