



Neskowin Regional Water District

PO Box 823

Neskowin, OR 97149

Phone: (503)392-3966

Email: tnt@neskowinwater.com

Web: www.neskowinwater.com

MINUTES:

THE NESKOWIN REGIONAL WATER DISTRICT BOARD OF COMMISSIONERS REGULAR MEETING MAY 30th, 2024

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

Commissioners Absent: None.

Staff Present: Troy Trute and Joy Neufeld.

Public Present: None.

CALL TO ORDER: (00:03:18)

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: (00:03:22)

1. The Board reviewed the draft minutes from the April 25th, 2024, Regular Board Meeting.
****Motion**:** John Metschan moved to accept the April 25th, 2024, Regular Board Meeting minutes as presented; Paul Bender seconded the motion, which passed unanimously.
2. The board reviewed the draft minutes from the May 14th, 2024, Budget Committee Meeting.
****Motion**:** John Metschan moved to accept the May 14th, 2024, Budget Committee Meeting minutes as presented; Steve Rubert seconded the motion, which passed unanimously.

OPERATORS REPORT MAY 2024: (00:03:22)

1. Distribution System (00:06:20)

- 1.1. We are clearing easements and roadways with the District's new brush mower. It is performing excellently and has allowed us to accomplish more brush removal maintenance than in previous years.
- 1.2. We have potholed and located the two-inch water main that serves the Neskowin Fire Hall. This was necessary due to the upcoming Butte Creek Culvert replacement project being done by ODOT.

2. Treatment System (00:8:05)

- 2.1. Our bacteriological testing has had no detectable amounts of coliforms this month.
- 2.2. We have scheduled a project with Darci Jones to clean and maintain the district's backwash pond.
- 2.3. The water filter is running well and is producing excellent potable water.



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FINANCIAL REPORT: (00:10:21)

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

BILLS TO BE PAID: (00:21:03)

Troy presented the bills to be paid. ****Motion**:** Brenda Freshman moved to approve the bills as paid; Steve Rubert seconded the motion, which passed unanimously. The last check number was 14388.

OLD BUSINESS: (00:30:00)

BOARD WORK PLAN TASKS:

1. WATERSHED LAND PURCHASE - POSSIBLE EXECUTIVE SESSION: (00:30:04)

1.1. Troy signed off on Mr. Kowalski's tax form as requested. Troy said he and Mr. Kowalski discussed appraisals for some of his other properties.

1.2. Troy said he is currently working on getting appraisals for the watershed land. Troy said the District is a shoo-in for the grant he applied for, which would be used to fund these appraisals.

2. CUSTOMER RESPONSE FORM: (00:39:52)

2.1. There is no new news.

3. GENERAL MANAGER'S WORK FOR OTHER WATER DISTRICTS: (00:43:45)

3.1. Troy said he is no longer needed at the Beaver Water District as one of their employees received his certifications.

3.2. Troy said Neskowin Valley School is the only place he helps regularly.

4. HORIZON HILLS & WI-NE-MA WATER SYSTEM ANNEXATIONS: (00:46:28)

4.1. Troy said the SIPP grant he applied for will be approved.

4.2. Troy discussed hiring an engineering firm to do the feasibility study.

5. ANNUAL REVIEW OF THE PERSONNEL POLICY: (00:49:10)

5.1. Troy and the Board discussed changes in the personnel policy.

5.2. **Motion:** Guy Sievert moved to accept both edits to the NRWD Personnel Policy; Paul Bender seconded the motion, which passed unanimously.

NEW BUSINESS: (00:51:42)



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1. **RESOLUTION 2024-02 A RESOLUTION ADOPTING THE 2023 TILLAMOOK COUNTY MULTI-JURISDICTIONAL NATURAL HAZARDS MITIGATION PLAN:**(00:51:47)
 - 1.1. Steve Rubert presented, and the whole Board voted to approve Resolution 2024-02, A Resolution Adopting The 2023 Tillamook Multi-Jurisdictional Natural Hazards Mitigation Plan.

2. **RESOLUTION 2024-03 A RESOLUTION AMENDING THE 2023-2024 FISCAL YEAR BUDGET:** (00:54:46)
 - 2.1. Steve Rubert presented, and the whole Board voted to approve Resolution 2024-03, A Resolution Amending The 2023-2024 Fiscal Year Budget.

3. **RESOLUTION 2024-04 A RESOLUTION TRANSFERRING FUNDS WITHIN THE GENERAL OPERATING FUND:** (01:02:26)
 - 3.1. Steve Rubert presented, and the whole Board voted to approve Resolution 2024-04, A Resolution Transferring Funds Within The General Operating Fund.

4. **DISCUSS A RATE INCREASE:** (01:03:28)
 - 4.1. Troy and the Board discussed the proposed 4.5% rate increase.
 - 4.2. Troy said he needs to send out a mailer to all of the District's customers announcing the public rate increase hearing.

5. **FUTURE MEETING DATES:** (01:07:30)
 - 5.1. The Rate Increase Hearing meeting will be on Thursday, June 27th, 2024, at 1:00 p.m. and will be followed by the 2024-2025 Budget Hearing meeting. The next NRWD Regular Board meeting will follow the 2024-2024 Budget Hearing meeting. Subsequent NRWD Board meetings are tentatively set for Thursday, July 25th, 2024, at 1:00 p.m. and Thursday, August 29, 2024, at 1:00 pm.

ADJOURNMENT: (01:08:27)

****Motion**:** Steve Rubert moved to adjourn this Board meeting; Brenda Freshman seconded the motion, which passed unanimously. There being no further business, the meeting was adjourned at 2:09 p.m.

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



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Steve Rubert, President

Brenda Freshman, Secretary

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