



Neskowin Regional Water District
PO Box 823, 47880 South Beach Rd
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.
September 26th, 2024

Commissioners Present: John Metschan, Brenda Freshman, Guy Sievert, and Paul Bender.
Commissioners Absent: Steve Rubert.
Staff Present: Troy Trute & Joy Neufeld.
Public Present: Tom Prehoditch.

CALL TO ORDER: (00:00:11)

President John Metschan called the regular Board meeting to order at 1:00 p.m. Zoom Meetings hosted this meeting remotely.

REVIEW MINUTES: (00:00:28)

The Board reviewed the draft minutes from the August 29th, 2024, Regular Board Meeting.
****Motion**:** Guy Sievert moved to accept the minutes as corrected. Paul Bender seconded the motion, which passed unanimously.

APPOINT A NEW BOARD MEMBER: (00:01:40)

1. John said the Board received Steve Rubert's Board resignation letter.
2. Tom Prehoditch said he was interested in becoming a Board member.
3. ****Motion**:** John Metschan moved to appoint Tom Prehoditch as a Board member. Guy Sievert seconded the motion, which passed unanimously.

OPERATORS REPORT: (00:02:44)

Distribution System (00:02:45)

1. We are continuing our installation of concrete around fire hydrants in the distribution system.
2. We have replaced a fire hydrant on Blue Heron in the South Beach area.
3. We have replaced a fire hydrant on Verbena Court in the Neskowin North area.
4. There have been no interruptions of service in the Water District.

Treatment System (00:05:13)

1. Our bacteriological testing has had no detectable amounts of coliforms this month.
2. The water filter is running well and is producing excellent potable water.

Tibbetts Road Pump Station Fence: (00:05:40)

1. Brenda and the Board discussed this topic.



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Employee Issue: (00:07:58)

1. Troy and the Board discussed Jerry's ongoing work absences.
2. Troy said that Alan was taking some time off in October, but he could call the Cascade Head Water District for help.

Critical Man Life Insurance: (00:14:05)

1. Troy and the Board discussed inquiring about “Key Man,” a District’s life insurance policy that covers the District in the event anything were to happen to Troy.
2. Troy said he checked in with Hudson Insurance, and they said the Board needs to decide on the amount of insurance coverage they want or how much they want to spend and let them know.
3. John asked Troy for the Hudson Insurance person’s contact information, and John said he would talk to them.

FINANCIAL REPORT: (0:17:42)

Troy went over the financial reports for the end of August 2024.

BILLS TO BE PAID: (00:21:54)

Troy presented the bills to the Board. ****Motion****: Paul Bender moved to accept the bills as presented. Guy Sievert seconded the motion, which passed unanimously.
The last check number was 14478.

OLD BUSINESS: (00:24:55)

BOARD WORK PLAN TASKS:

1. WATERSHED LAND PURCHASE - POSSIBLE EXECUTIVE SESSION: (00:24:56)

- 1.1. Troy said the District’s Forest Management Plan draft is being reviewed by the Department of Environmental Quality (DEQ). The 2023 Source Water Protection grant will pay for this plan.
- 1.2. Troy said the 2024 Source Water Protection grant will be used to appraise Kowalski’s watershed land. He is waiting for contract documents for this last round of funding.
- 1.3. Troy said he has a meeting with DEQ water source acquisition. There will be a conference in October, and Troy, Guy Sievert, and Alex Sifford will attend. The District has a strong chance of getting a watershed land acquisition grant from the DEQ.
- 1.4. Troy sent Weyerhaeuser requests for data on their land parcels and has not heard back.



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2. CUSTOMER RESPONSE REPORT: (00:31:00)

2.1. John Metschan suggested eliminating # 2 Customer Response Report and #3 General Manager's Work For Other Water Districts from the agenda. Guy Sievert agreed, and there were no objections from the rest of the Board.

2.2. This topic was removed.

3. GENERAL MANAGER'S WORK FOR OTHER WATER DISTRICTS: (00:31:00)

3.1. This topic was removed.

4. HORIZON HILLS & WI-NE-MA WATER SYSTEM ANNEXATIONS: (00:31:24)

4.1. Troy said the HBH is working on creating the correct contract language to do this feasibility study.

5. NEW BUSINESS: (00:33:28)

1. STEVE RUBERT'S BOARD RESIGNATION: (00:33:31)

1.1. This was discussed earlier in the meeting.

2. GENERAL MANAGER'S EXEMPT STATUS: (00:35:00)

2.1. The Board and Troy discussed a letter from an attorney stating that Troy should be exempt from overtime. Guy said he and Paul would form a subcommittee and bring salary recommendations for Troy to the Board.

3. CUSTOMER PAYMENT OPTIONS: (00:42:04)

3.1. The Board agreed not to charge customers a late fee if they owe \$25.00 or less on their accounts.

3.2. The Board agreed to allow customer payment plans with a signed agreement.

4. UPDATE ON OUR NEW BILLING SYSTEM: (00:50:49)

4.1. Troy and Joy discussed the progress of switching to the new "Muni Billing" billing system.

5. CHANGING BANKS: (00:55:00)

5.1. Troy informed the Board that he would move the District's checking account from US Bank (Tillamook) to Oregon Coast Bank (Pacific City).

FUTURE MEETING DATES: (00:56:19)

The NRWD Regular Board meeting is set for Thursday, October 31st, 2024, at 1:00 pm.



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Subsequent NRWD Board meetings are tentatively set for Thursday, November 21st, 2024, at 1:00 p.m. and Thursday, December 19th, 2024, at 1:00 p.m.

ADJOURNMENT: (00:57:28)

There being no further business, the meeting was adjourned at 1:57 pm. ****Motion****: John Metschan moved to adjourn this board meeting. Guy Sievert seconded the motion, which passed unanimously.

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

John Metschan, President

Brenda Freshman, Secretary