



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 PUBLIC HEARING FOR A PROPOSED RATE INCREASE AND THE REGULAR BOARD MEETING

July 31st, 2025

Commissioners Present: Steve John Metschan, Guy Sievert, Paul Bender, Tom Prehoditch, and Diane Saunders.

Commissioners Absent: None.

Staff Present: Troy Trute and Joy Neufeld.

Public Present: None.

CALL TO ORDER: (00:00:07)

President John Metschan called the public hearing for the proposed rate increase meeting to order at 1:01 p.m.; this meeting was hosted remotely via Zoom Meetings.

1. Troy and the Board discussed the proposed rate increase.
2. Guy and Tom suggested that, in the future, the Board create a subcommittee to discuss and review rates and include community members. Tom suggested putting this topic on the next month's agenda
3. Diane suggested that Troy, the Board, and staff have a list of bullet points as to why the rates went up to discuss with customers who inquire. Troy said he would send out an email explaining why the rates needed to be raised. Diane said she would review Troy's email and create bullet points.
4. ****Motion****: Tom Prehoditch moved to adopt Resolution No. 2025-08 as amended, A resolution setting new rates. Guy Sievert seconded the motion, which passed unanimously.

ADJOURNMENT: (00:18:31)

THE NESKOWIN REGIONAL WATER DISTRICT BOARD OF COMMISSIONERS REGULAR MEETING.

July 31st, 2025

Commissioners Present: John Metschan, Guy Sievert, Paul Bender, Tom Prehoditch, and Diane Saunders.

Commissioners Absent: None.

Staff Present: Troy Trute & Joy Neufeld.

Public Present: None.

CALL TO ORDER: (00:19:36)

President John Metschan called the regular Board meeting to order at 1:00 p.m. at the District's Frank E. Clanton Municipal Water Plant, located at 5880 S. Fairway Road, Neskowin, Oregon, and hosted remotely via Zoom Meetings.



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APPOINT BOARD OFFICERS FOR THE FISCAL YEAR 2025-2026:

(00:20:24)

1. ****Motion****: Guy Sievert moved to nominate John Metschan as Board President. Tom Prehoditch seconded the motion, which passed unanimously.
2. ****Motion****: Tom Prehoditch moved to nominate John Metschan as Board Treasurer. Guy Sievert seconded the motion, which passed unanimously.
3. ****Motion****: Tom Prehoditch moved to nominate Diane Saunders as Board Secretary. Guy Sievert seconded the motion, which passed unanimously.
4. Troy and the Board discussed and agreed to use AI to create the minutes on a trial basis. Diane said she would take notes and help Joy with the minutes.
5. Troy told the Board that he is going to move the District's banking from the US Bank to Oregon Coast Bank.

REVIEW MINUTES: (00:28:00)

The Board reviewed the draft minutes from the June 26th, 2025, Public Hearing For The 2025-2026 Budget Adoption Meeting and the Regular Board Meeting. ****Motion****: Paul Bender moved to accept the minutes as presented. Tom Prehoditch seconded the motion, which passed unanimously.

OPERATORS REPORT: (00:29:34)

Distribution System (00:29:58)

1. The District is continuing to install concrete around fire hydrants in the distribution system.
2. We are painting fire hydrants.
3. The District has cleared all easements over water mains in the District.
4. Seventeen leaks were discovered during the meter reading that occurred on July 1st.

Treatment System (00:38:31)

1. The District's bacteriological testing has had no detectable amounts of coliforms this month.
2. The water filter is functioning correctly and producing excellent, potable water.
3. Troy said that the filters were cleaned and pinned at the plant, which is done semiannually.

FINANCIAL REPORT: (0:41:05)

Troy reviewed the financial reports for the end of June 2025.

BILLS TO BE PAID: (00:52:01)

Troy presented the bills to the Board. ****Motion****: Paul Bender moved to approve the bills as presented. Diane Saunders seconded the motion, which passed unanimously. The last check number was 14733.



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OLD BUSINESS: (00:52:33)

BOARD WORK PLAN TASKS: (00:52:34)

1. THIRD QUARTER TASKS: (January, February, March 2025): (00:52:37)

1.1. Review System Development Charges, Water Rates, and Wage Scale: (00:52:47)

1.1.1. John said that this task has been completed and can be removed from the agenda.

2. FIRST QUARTER TASKS:(July, August, September): (00:54:00)

2.1. Adopt Annual Work Plan. (01:27:31)

2.1.1. John and the Board discussed the 2025-2026 Board Work Plan.

2.1.2. **Motion:** Tom Prehoditch moved to approve the 2025-2026 Board Work Plan as presented. Guy Sievert seconded the motion, which passed unanimously.

2.2. Appoint Board Officers.

2.2.1. This was completed at the beginning of the meeting.

2.3. Review “Red Flag” Rule. (00:57:25)

2.3.1. Troy discussed the Red Flag Rule with the Board and explained that the District does not keep any customer’s credit card information or give out any customer information as required by the rule.

3. WATERSHED LAND PURCHASE - POSSIBLE EXECUTIVE SESSION: (00:59:51)

3.1. Troy stated he has received bids for appraisals of Mr. Kowalski's properties. The grants from OWEB would fund these appraisals.

3.2. Troy asked the Board for their approval to contract with the company with the best proposal. ****Motion****: Guy Sievert moved to authorize the General Manager to select the most appropriate, efficient, and effective contract proposal for the appraisal of Kowalski’s land. Paul Bender seconded the motion, which passed unanimously.

3.3. Guy, Troy, and the Board discussed Schlichting’s properties for sale, some of which are watershed land. Guy suggested calculating the total acreage of the lots the District is interested in.

4. HORIZON HILLS & WI-NE-MA WATER SYSTEM ANNEXATIONS: (01:07:32)

4.1. Troy said he had a meeting with the representatives of the Horizon Hills and Wi-Ni-Ma water systems and discussed the following steps and concerns.

4.2. Troy suggested that he come to their water district’s board meetings to discuss the annexation.

4.3. Troy said he would print a copy of the engineering report for Diane.

4.4. Guy said he talked to Melanie Olson with Northwest Business Oregon. Guy said he shared copies of the Horizon Hills and Wi-Ni-Ma engineering reports, as well as information about the interest in joining the districts.

4.5. Melanie said there is funding and free technical assistance available.



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5. UPDATE ON THE SOUTH BEACH MAIN EXTENSION PLAN: (01:19:54)

- 5.1. Troy said he coordinated with the South Beach Road Project's contractor so that the District's and South Beach Road project work in the area doesn't overlap.
- 5.2. Troy said the District's contractor will be mobilizing on August 18, 2025.

NEW BUSINESS: (01:24:08)

1. DISCUSS FUTURE MEETING DATES: (01:24:09)

- 1.1. The Regular Board meeting is scheduled for Thursday, August 28, 2025, at 1:00 pm. Subsequent NRWD Board meetings are tentatively scheduled for Thursday, September 25, 2025, at 1:00 p.m., and Thursday, October 30, 2025, at 1:00 p.m.

2. WAGE RESEARCH SALARY SURVEY: (01:25:51)

- 2.1. John said that he and Paul did a General Manager salary survey for similar Districts. It is completed, and he will share it with the Board.

3. TSUNAMI PREPAREDNESS: (01:26:55)

- 3.1. Diane asked Troy and the Board about the Water District's tsunami preparedness.
- 3.2. Troy discussed the District's Emergency Response Plan and tsunami preparedness with the Board.

ADJOURNMENT: (01:33:07)

There being no further business, the meeting was adjourned. ****Motion****: Guy Sievert moved to adjourn this board meeting. Tom Prehoditch seconded the motion, which passed unanimously.

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

John Metschan, President

Diane Saunders, Secretary