



## 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. OCTOBER 30th, 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: (00:09:23)

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 Google Meet.

### CASCADE HEAD WATER OPERATION CONTRACT: (00:09:50)

The Board discussed the Cascade Head Ranch District Improvement Co. (CHRDIC) Operation Contract. **\*\*Motion\*\*** Tom moved to approve CHRDIC Operation Contract as amended (with the District's lawyers' review and with Tom's edits). Diane seconded the motion, which passed unanimously. Troy will email everyone the finalized version of the Cascade Head Ranch contract with Tom's edits.

### REVIEW MINUTES: (00:14:50)

The Board reviewed the draft minutes from the September 25th, 2025, Public Rate Hearing and Regular Board meeting and the October 9<sup>th</sup> Board Meeting. **\*\*Motion\*\***: Diane Saunders moved to accept both sets of minutes as presented. Guy Sievert seconded the motion, which passed unanimously.

### OPERATORS REPORT: (00:15:34)

#### Distribution System (00:15:42)

1. The District is working on drainage in the watershed.
2. The District is 75% completed with customer service box maintenance.
3. The District has cleared all easements.
4. Nine leaks were discovered during the meter reading that occurred on October 2nd.
5. Construction is continuing on the District's South Beach Road Pipeline Extension project.

#### Treatment System (00:21:46)

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



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3. Guy suggested the District do microplastic testing even though it is not required.

### **FINANCIAL REPORT:** (00:26:39)

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

### **BILLS TO BE PAID:** (00:37:52)

Troy presented the bills to the Board. **\*\*Motion\*\***: Paul Bender moved to approve the bills as presented. John Metschan seconded the motion, which passed unanimously.

The last check numbers were 1020 at Oregon Coast Bank and 14783 at US Bank.

### **OLD BUSINESS:** (00:38:13)

#### **BOARD WORK PLAN TASKS:** (00:38:13)

##### **1. WATERSHED LAND PURCHASE - POSSIBLE EXECUTIVE SESSION:** (00:38:13)

- 1.1. Troy stated that the appraisal is almost completed.
- 1.2. Troy said the next step is land purchase negotiations with the Kowalski family.
- 1.3. Troy Trute and Guy met with Melissa Jenck, Tillamook County's senior county planner, to discuss options for purchasing part of the Schlicting's family's Lot 800.
- 1.4. Melissa proposed a viable solution to expand the water plant lot (808) to include the non-residential parts of Lot 800, which conveniently line up with the district's source water area and avoid breaking zoning rules.
- 1.5. Troy Trute is seeking approval to spend grant money on appraisals for the desirable portions of the Schlicting property.
- 1.6. Troy will set up a meeting with the Schlicting family to discuss property purchase options and seek their approval to spend money on appraisals for the property parts of interest.
- 1.7. Troy is working to clean up old easements for the watershed access road to satisfy OWEB requirements.

##### **2. HORIZON HILLS & WI-NE-MA WATER SYSTEM ANNEXATIONS:** (00:46:46)

- 2.1. Troy said he received a letter from Horizon View confirming their intent that outlines their desire for annexation.
- 2.2. Troy emphasized the importance of public outreach, particularly from a third party like RCAC, to present the advantages and disadvantages of the system partnership study.
- 2.3. Troy noted that the final report from HBH, which is expected soon, will provide the cost structure for the annexations.
- 2.4. Troy suggested the Board should aim to have the annexing parties shoulder the costs of their private system's infrastructure deficiencies rather than saddling current rate payers with those expenses, and the Board all agreed.
- 2.5. Guy pointed out the advantages to the District; one of which is the well water providing the rate payers with more water security. Two, it does add revenue to the District. Three,



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the annexation strategy involves replacing the older tank in Sahhali with a larger tank to serve three subdivisions, aiming for mutual benefits for Sahhali, Winema, and Horizon Hills.

- 2.6. Diane suggested that after the report is completed, the District have a special meeting explaining the pros and cons of the annexation to the public. Guy said the RCAC will explain the pros and cons of the annexation to the public. Diane said she would also be willing to volunteer to help.
  - 2.7. Troy will have a meeting with Ken, the President of the Winema Board, in two weeks to discuss the letter of intent for annexation.
  - 2.8. The Board agreed that for future meetings, a general timeline and outline of what needs to be done would be helpful, pending the final report.
- 3. CASCADE HEAD WATER OPERATIONS CONTRACT: (01:13:16)**
- 3.1. The Board approved the contract with Cascade Head earlier in the meeting, and discussions focused on the required level of detail for reporting on Cascade Head's business and operations.
  - 3.2. Troy confirmed that Cascade Head is responsible for all fees, including any third-party contractors.
  - 3.3. Tom emphasized the need for Troy Trute to keep the Board informed of the extent to which work for Cascade Head affects the NRWD operators' work.
- 4. UPDATE ON SOUTH BEACH MAIN EXTENSION PLAN: (01:18:24)**
- 4.1. Tom discussed a potential conflict arising from his position on both the South Beach Road Association board and the NRWD Board due to the timing of road and water construction.
  - 4.2. Tom said the Road Association finished its construction but needs to complete remediation work, which is made difficult because the Water District's contractor needs to continue their work in that area.
  - 4.3. Tom said a specific issue is that the Road Association is currently paying Mr. Herbal \$500 a week for a temporary bypass easement, and they believe the Water District should assume this cost because their construction is preventing the road from being opened.
  - 4.4. Tom suggested he and Troy get together with Brandon, the District's contractor, and Bill Busch, the head of the South Beach Road association, and have a discussion.
  - 4.5. Troy will take care of the issue of the Water District potentially having to assume the \$500 weekly easement cost for the South Beach Road bypass and will work with Tom to try to find a solution regarding the South Beach Road issue.
- 5. DISCUSSION ON NEW SICK LEAVE POLICY: (01:27:55)**
- 5.1. Troy raised the issue of his accrued sick time, noting he will lose 86 hours due to the timing of the annual reset.



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- 5.2. John explained that sick leave is intended as an insurance policy and not part of compensation, which is why it is standard practice for accumulated, unused hours to drop off.

### **NEW BUSINESS:** (01:33:48)

#### **1. SELECT MEMBERS FOR RATES/REVENUE COMMITTEE:** (01:33:54)

- 1.1. Tom requested that the agenda for the next month include a discussion about the rate revenue subcommittee and how it will coordinate with the budget committee, with himself and Paul planning to meet ahead of time to discuss the structure.

#### **2. DISCUSS FUTURE MEETING DATES:** (01:34:56)

- 2.1. The next regular Board meeting is scheduled for Thursday, November 20, 2025, at 1:00 pm Subsequent NRWD Board meetings are tentatively scheduled for Thursday, December 18, 2025, at 1:00 p.m., and Thursday, January 29th, 2026, at 1:00 p.m.

### **ADJOURNMENT:** (01:36:13)

There being no further business, the meeting was adjourned at 2:36 pm. **\*\*Motion\*\***: Paul Bender moved to adjourn this board meeting. Guy Sievert seconded the motion, which passed unanimously.

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

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John Metschan, President

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Diane Saunders, Secretary