



## Neskowin Regional Water District

PO Box 823

Neskowin, OR 97149

Phone: (503)392-3966

Email: [tnt@neskowinwater.com](mailto:tnt@neskowinwater.com)

Web: [www.neskowinwater.com](http://www.neskowinwater.com)

### MINUTES

## THE NESKOWIN REGIONAL WATER DISTRICT BOARD OF COMMISSIONERS REGULAR MEETING. NOVEMBER 20th, 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: (00:09:57)

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.

### REVIEW MINUTES: (00:10:14)

The Board reviewed the draft minutes from the Regular Board meeting and the October 30th Board Meeting. **\*\*Motion\*\***: Tom Prehoditch moved to accept both sets of minutes as presented. Diane Saunders seconded the motion, which passed unanimously.

### OPERATORS REPORT: (00:10:46)

#### Distribution System (00:11:10)

1. The District is 85% completed with customer service box maintenance.
2. Eleven leaks were discovered during the meter reading that occurred on November 4th.
3. Construction is continuing on the District's South Beach Road Pipeline Extension project.
4. Nine leaks were discovered during the meter reading that occurred on October 2nd.
5. The District removed an inoperable valve from Tibbets Road, near Viking Estates.

#### Treatment System (00:11:36)

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

### FINANCIAL REPORT: (00:13:10)

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

### BILLS TO BE PAID: (00:18:13)

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 numbers were 1025 at Oregon Coast Bank and 14784 at US Bank.



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### **OLD BUSINESS:** (00:22:57)

### **BOARD WORK PLAN TASKS:** (00:23:10)

#### **1. WATERSHED LAND PURCHASE - POSSIBLE EXECUTIVE SESSION:** (00:23:10)

- 1.1. Troy stated that the appraisal for the Kowalski lots is completed. Troy said that if the Board wants to discuss the numbers, it will need to convene an executive session. The Board decided to go into executive session at the end of the Board meeting.
- 1.2. Troy said he is shoring up what information OWEB is requesting for the Kowalski properties.
- 1.3. Troy said he will send out the appraisal for the Kowalski's properties to the Board with a link or put it in the Google Drive due to the large file size.
- 1.4. Troy Trute said he is waiting to receive a contract from the appraiser to do an appraisal of the Schlichting properties.
- 1.5. Troy said he will try to keep in contact with Weyerhaeuser.
- 1.6. Troy will try to establish better communication with the two remaining small parcel owners and get back in contact with Warehouse for the possible future property purchases.
- 1.7. Diane asked Troy if it would be helpful to have the Board send Weyerhaeuser a letter that describes the District's prior actions and future goals surrounding the District's interest in purchasing their watershed land so that Weyerhaeuser would have a record of the District's intentions. Troy said that it might be helpful.

#### **2. HORIZON HILLS & WI-NE-MA WATER SYSTEM ANNEXATIONS:** (00:36:50)

- 2.1. Troy said Guy obtained some information from the county about the options for the annexation process.
- 2.2. Troy said he needs to create a document that explains the different options for the annexation process and send that to the Board.
- 2.3. Troy said at some point, the Board will need to decide on what option they want to use for the annexation process.
- 2.4. Guy said that the State will help with the annexation process.
- 2.5. Guy said the District must make sure the rate payers understand the benefits of annexation. Guy said they will be preparing a presentation for the public.
- 2.6. Troy will press Matt to finalize the feasibility study and the Engineering report for a 2-inch line for the fire hall. Troy said Matt is currently working on the engineering of the South Beach Road project
- 2.7. Troy asked the Board if they would consider creating a contract for Horizon Hills and Wi-Ne-Ma similar to the contract with Cascade Head.

#### **3. UPDATE ON SOUTH BEACH MAIN EXTENSION PLAN:** (00:45:40)

- 3.1. Tom said the South Beach Road is open, and the South Beach Road Association issue has been resolved.
- 3.2. Troy said that there is a separate easement issue, and he and the Board will discuss it in



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the executive session at the end of the current meeting

#### 4. **CASCADE HEAD WATER OPERATIONS:** (00:48:56)

- 4.1. Troy said the contract is signed, and it is operating.
- 4.2. Troy said that currently, the District is helping to wind down the current operator's operations.
- 4.3. The District needs to repair two leaks in the Cascade Head's water system.

#### **NEW BUSINESS:** (00:52:50)

##### 1. **RATE REVIEW COMMITTEE:** (00:52:51)

- 1.1. Paul and the Board discussed potential committee members Troy could send out invitations to.
- 1.2. Paul suggested having a rate review committee meeting in January 2026 to come to some resolution before the budget planning starts.
- 1.3. Tom said that he and Paul discussed being a little more proactive about revenues and possibly creating a bond.

##### 2. **EMPLOYEE YEAR-END BONUSSES:** (01:11:05)

- 1.1. The Board discussed again giving the District's employees annual bonuses out of the Board's \$50.00 per meeting per diem. John said the bonuses should be subject to the auditors' tax review guidance.
- 1.2. **\*\*Motion\*\*** Diane moved that the year-end 2025 bonuses be provided to the four employees of the Water District, for a total amount not to exceed \$3,800.00, divided equally by the four employees, and be provided within the next couple of weeks. Tom Prehoditch seconded the motion, which passed unanimously.
- 1.3. Guy asked Troy if the Board's per diem is in the Budget. Troy said no, but noted that employee bonuses, which are based on the total Board per diem, were in the budget, and that in future budgets he would create a subheading for the Board's per diem in the bonuses category.

##### 3. **DISCUSS FUTURE MEETING DATES:** (01:23:02)

- 3.1. The next regular Board meeting is scheduled for Thursday, December 18, 2025, at 1:00 pm. Subsequent NRWD Board meetings are tentatively scheduled for Thursday, January 29th, 2026, at 1:00 p.m. and February 26<sup>th</sup>, 2026, at 1:00 p.m.

##### 4. **HARDSHIP POOL FUND:** (01:23:26)

- 4.1. Diane discussed creating a hardship pool for low-income customers who had a hardship: an Emergency, death in the family, or job loss.



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- 4.2. Diane said she was going to ask Troy if he had the contact information of smaller districts on the coast that she could get in touch with to see if they have a hardship pool, and if they do, how it is structured.
- 4.3. Paul said that the Tillamook PUD has a way for customers to pay into a hardship pool for their less fortunate neighbors. Troy liked that idea.

### **ADJOURNMENT:** (01:27:44)

There being no further business, the meeting was adjourned at 2:28 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

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John Metschan, President

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Diane Saunders, Secretary