



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. DECEMBER 18th, 2025

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

Commissioners Absent: None.

Staff Present: Troy Trute

Public Present: Kim Anderson.

CALL TO ORDER: (00:10:41)

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: (00:11:01)

The Board reviewed the draft minutes from the November 20, 2025, Regular Board meeting.

****Motion**:** Paul Bender moved to accept the minutes as presented. Tom Prehoditch seconded the motion, which passed unanimously.

OPERATORS REPORT: (00:12:57)

Distribution System (00:12:59)

1. The District is 95% completed with customer service box maintenance.
2. Fourteen leaks were discovered during the meter reading that occurred on December 2nd.
3. Construction is continuing on the District's South Beach Road Pipeline Extension project.
4. The District is doing work on the Sahhali Shores Autofill and mixer systems.

Treatment System (00:13:45)

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.

REVIEW MINUTES: (00:15:28)

The Board reviewed the draft minutes of the November 20th, 2025, Executive Session meeting.

****Motion**:** Diane Saunders moved to accept the minutes as presented. Paul Bender seconded the motion, which passed unanimously.

FINANCIAL REPORT: (00:16:44)

Troy reviewed the financial reports for the end of November 2025 and confirmed that the District has fully switched accounts from US Bank to Oregon Coast Bank. He also noted that the



Neskowin Regional Water District

PO Box 823

Neskowin, OR 97149

Phone: (503)392-3966

Email: tnt@neskowinwater.com

Web: www.neskowinwater.com

new auto-pay system for payroll and bills has gone smoothly. ****Motion****: Tom Prehoditch moved to approve the financial report as presented. Guy Sievert seconded the motion, which passed unanimously.

BILLS TO BE PAID: (00:23:38)

Joy was experiencing power, internet, and phone outages; she was unable to email the Board the check detail report or attend the meeting. The Board decided to postpone the review of the bills until the next Board meeting.

OLD BUSINESS: (00:25:00)

BOARD WORK PLAN TASKS: (00:25:04)

1. WATERSHED LAND PURCHASE - POSSIBLE EXECUTIVE SESSION: (00:25:05)

- 1.1. Troy updated the Board on the watershed acquisition, noting that they are working with OWEB on easements and easement language for the properties. The District has received the appraisals.
- 1.2. The appraisal for the Kowalski properties has been received and is under review, with the next step being continued discussions with the Kowalski family.
- 1.3. Troy said he is waiting for approval from the grant administrator (Business Oregon) to hire the appraiser again and to complete three additional appraisals for the Schlicting properties.

2. HORIZON HILLS & WI-NE-MA WATER SYSTEM ANNEXATIONS: (00:27:06)

- 2.1. Guy asked Kimberly Anderson to introduce herself. Kim introduced herself and explained she was from the Rural Community Assistance Corporation (RCAC). This grant-funded organization provides technical assistance to small rural communities in environmental divisions, including water and wastewater systems.
- 2.2. Kim has been working with Troy and Guy on gaining information regarding the potential addition of the two private districts (Winema and Horizon View Hills). Since their funding sources give a set of hours to each project, the RCAC breaks down the process, such as regionalization, into multiple smaller, finite projects (like public outreach or developing a Memorandum of Understanding (MOU)).
- 2.3. Kim said that if the District gets an agreement in principle, then they can work on the MOU and a public communication plan.
- 2.4. Guy suggested that the Board needs to clearly decide the direction and why, with annexation being the likely assumption.
- 2.5. Guy outlined several reasons for considering the annexation of Horizon View Hills and WiNeMa, including financial (long and short-term) potential SDC charges, and additional taxes, a broader tax base for future bond projects, and water security via acquired wells.
- 2.6. Guy discussed several critical financial details that need to be compiled, including the long-term and short-term financial impact, potential SDC charges, financial liabilities



Neskowin Regional Water District

PO Box 823

Neskowin, OR 97149

Phone: (503)392-3966

Email: tnt@neskowinwater.com

Web: www.neskowinwater.com

being taken on (such as a new reservoir for the Horizon View Hills system), and potential access to the State Revolving Fund with “extensive forgiveness” from OHA and DEQ. The Board also discussed the need for testing before acquiring the wells.

- 2.7. Troy and the Board agreed that annexation is a better option than contracting.
- 2.8. Troy said that he asked the engineer to include a plan for replacing the WiNeMa reservoir with a large one that would also serve the north end of Neskowin (including replacing the inferior Sakhali reservoir). This plan would be cost-saving and strategically beneficial by providing a large northern water repository to isolate sections and move water south in an emergency.
- 2.9. Diane, Kim, and the Board all agreed that the Board should create a special work session to delve deeper into the ethical and financial issues of annexation and how to develop a unified message for rate holders.
- 2.10. Troy and Guy explained that the District needed to get the financial facts from the engineer’s report before the work session and any official outreach to the WiNeMa’s Board.

3. UPDATE ON SOUTH BEACH MAIN EXTENSION PLAN: (00:54:28)

- 3.1. Troy reported that the line has been pulled through the easement section, but part of the bore path collapsed due to the weather. Progress has been slow.
- 3.2. Troy stated that the next steps involve connecting two hydrants, and then they will be working on making the connections to the District’s existing infrastructure, which will require an estimated couple of months' work.
- 3.3. Troy said he is very willing to give the contractor an “extension” due to the extraordinary circumstances, such as the easement issue and the road work.
- 3.4. Tom raised concerns about the delayed transfer documentation for the property owner involved in the South Beach project, noting that the principal property owner expected it to be done after Thanksgiving. Tom urged Troy to continue to push for documentation from the property owner and to check in with the Title company on the status of the property sale.

4. CASCADE HEAD WATER OPERATIONS: (01:00:08)

- 4.1. Troy reported that Cascade Head Ranch is facing weather-related challenges similar to those of our own District and mentioned a very small, known leak that needs fixing when the weather improves.
- 4.2. Troy also noted he needs to dedicate some time to updating the programmable logic controllers for the plant's filter programming to make it more robust and automatic.
- 4.3. John suggested removing Cascade Head Ranch updates from the main agenda unless there is a contract compliance or Board issue that requires the Board’s attention, which Troy agreed could be included in the operator’s report.
- 4.4. Troy discussed needing to create a new income budget line item for the money the District receives from Cascade Head.



Neskowin Regional Water District

PO Box 823

Neskowin, OR 97149

Phone: (503)392-3966

Email: tnt@neskowinwater.com

Web: www.neskowinwater.com

5. **RATE REVIEW COMMITTEE:** (01:10:16)

- 5.1. Tom reported that the Rate Review Committee is fully formed with seven members, including Chris Silkowski, Alex Sifford, Dave Benneth, Jeff Walton, and Earl Ingle, along with himself and Paul. They plan to hold their first meeting in the first week of January 2025, from the 5th through the 9th.
- 5.2. Kimberly Anderson said that the RCAC performs free rate studies, and Troy and Tom noted this as something to consider.
- 5.3. Tom said that Paul sent him an agenda for the first meeting.
- 5.4. (01:14:07) Paul described the initial plan for the meeting as a fact-finding questionnaire to determine the committee's and Board's direction on issues such as the new bond amount, how general bond funds will be spent, and future rate increases, including the potential for annual increases. Troy will need to provide the committee members with information.
- 5.5. Troy will call the new committee members to see if they are available to meet in the first week of January 5, though January 9, 2026.

6. **HARDSHIP POOL:** (01:13:00)

- 6.1. Diane Saunders apologized for having to delay the Hardship Pool discussion due to family issues, but would discuss this topic at the next Board meeting.
- 6.2. The Board suggested that the information could be sent to Joy, and Troy ahead of the next Board meeting for review.

NEW BUSINESS: (01:19:03)

1. **DISCUSS FUTURE MEETING DATES:** (01:19:04)

- 1.1. The next regular Board meeting is scheduled for Thursday, January 29th, 2025, at 1:00 pm. Subsequent NRWD Board meetings are tentatively scheduled for Thursday, February 26th, 2026, at 1:00 p.m. and March 26th, 2026, at 1:00 p.m.

ADJOURNMENT: (01:19:36)

There being no further business, the meeting was adjourned at 2:19 pm. ****Motion****: Paul Bender moved to adjourn this Board meeting. Diane Saunders seconded the motion, which passed unanimously.

Respectfully submitted,
Joy Neufeld

Recording Secretary, Neskowin Regional Water District



Neskowin Regional Water District

PO Box 823

Neskowin, OR 97149

Phone: (503)392-3966

Email: tnt@neskowinwater.com

Web: www.neskowinwater.com

John Metschan, President

Diane Saunders, Secretary