

OTTER ROCK WATER DISTRICT
MEETING SUMMARY
Board Meeting - December 15, 2020

IN ACCORDANCE WITH OREGON PUBLIC RECORDS LAW, A RECORDING OF THIS MEETING IS POSTED, IN LIEU OF WRITTEN MINUTES, ON THE DISTRICT WEBSITE, AND IS PRESERVED ON DIGITAL MEDIA AS A PERMANENT RECORD

A. Call to Order via ZOOM: The regular monthly Board Meeting of the Otter Rock Water District Board was held on December 15, 2020 via ZOOM. The meeting convened at 6:05 pm with Commissioner Elliker presiding.

B. Roll Call:

- a) Members In Attendance: Commissioners Hall, Backenstow, Anderson, Gleason and Elliker
- b) Members not in attendance: none
- c) Staff Members Present: none (Superintendent Kody Howry – excused)
- d) Public in Attendance: Alan and Wendy Niem, Dale Powers, Stan and Patti Hart, Consuelo Kammerer, Whitney Erskine, Dana Taylor

C) Consent Agenda:

A Draft Summary of the November meeting was reviewed by the board and no changes were made.

D) Reports and announcements

- a. Superintendent's Report – none
- b. Office/Treasurer's Report

Commissioner Gleason presented a report of current finances as follows:

As of today, 12/15/20, our bank balances are as follows:

- Treasury Savings Account \$67,404. 84
- Columbia Checking Account \$35,520.83
- Community Center Account \$ 366.79

Columbia checking account activity:

- Total deposits and credits in November were: \$4,530.30
- Total checks and debits paid in November were: \$5,526.40
- Deposits and credits made to date in December are: \$2,006.88
- Checks and debits paid to date in December are: \$ 453.16

The total amount for bills to be paid this month is \$1,749.23.

Accounts receivable as of 12/11/20

- Delinquent accounts (over 90 days) \$1,590
- One month past due \$1,107.50
- Other past due accounts \$ 694.80
- Total: \$3,392.30

The total AR owed to the district is \$879.50 more than the previous month.

Also see the current Profit & Loss Budget vs. Actual on website.

A motion was made by Commissioner Gleason, second by Commissioner Backenstow to approve payment of the current bills.

Gleason Yes / Anderson No / Backenstow Yes / Hall Yes / Elliker Yes
Motion carried.

A motion was made by Commissioner Backenstow, second by Commissioner Hall to approve the Treasurer Report.

Gleason Yes / Anderson No / Backenstow Yes / Hall Yes / Elliker Yes

Motion carried.

E) Special Order of Business

- a. Supplemental Water Source: Commissioner Backenstow / Alan Niem gave a presentation on previous work done and recommended future groundwater study.
- b. Annual Review of SDC: Need access to ENR Construction Cost Index
- c. Emergency Contact Documentation
- d. Vacant Board Secretary position
- e. Record Keeping – Ordinances & Resolutions: Commissioner Anderson will call the county and find out how to check for filed ordinances.

F) Ordinances - none

G) Resolutions – none

H) Action Item checklist review:

items added: CCI, Fence report, Chlorination project approval

I) Public Comments - none

J) Board member comments

- a. Hall - none
- b. Backenstow – phone call from state OHA office – re: complaint of chlorination
- c. Anderson – read a list of grievances from a prepared multi-page document and agreed to forward the document to rest of board – not yet received.
- d. Gleason - district needs new equipment to test chlorine level
- e. Elliker - none

The next meeting is the regular monthly Board Meeting on January 12, 2021 at 6:00 pm, via Zoom.

Meeting was adjourned at 8:08 PM.

Submitted by Commissioner Elliker