

OTTER ROCK WATER DISTRICT

MEETING SUMMARY

Board Meeting –August 13, 2024

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 August 13, 2024 via ZOOM. The meeting convened at 6:02 pm with Commissioner Hall presiding.

B. Roll Call:

- Members In Attendance: Hall, Elliker, Zawalski, and Lombardi. Absent- Goldhammer
- NWNW/Hiland representative: Curtis Olson
- Public in Attendance: Pat Anderson, the Mullins, and the Harts

C) Consent Agenda:

Approval of Board Meeting minutes for July 9, 2024 Board Meeting and the July 25, 2024 Work Session

A motion was made to approve the summaries for the 7-9 and 7-25 meetings by Commissioner Zawalski, second by Commissioner Elliker

Hall - Yes, Elliker - Yes, Zawalski - Yes, Lombardi - Yes,
Motion carried.

D) Reports, update and announcements

- a. Water Operator's Report** – Curtis reported that the system is healthy, no complaints or breaks. The overflow rate has decreased from 60 gpm to 50 gpm, but he is not concerned at this time (Beth reports the spring flow was 29 gpm at this time last year). Crew was out today and six additional addresses were opened, and crew would be finding other corp stops tomorrow, while another crew will be splicing and back-filling. The crew will try to get to the ones on 4th street tomorrow as well. No meter readings or invoice had been submitted, Curtis said Deven was on vacation but he will look into it at the office. Beth inquired about the 16 boxes to go with the previously ordered meters. Curtis thought he had perhaps made an error as Ferguson directly billed us for the boxes. Curtis said they were in their warehouse. Beth says we will need to order 22 more meters and boxes including a 2 inch meter and box for the fire station and then we will be done. Hoping to get more in before the rains begin and water table rises.
- b. Office/Treasurer's Report** The Treasurer's Report was presented by Commissioner Elliker. See the website for the Treasurer's reports. All accounts reconciled. NWNW/Hiland will be paid at base rate as they have not submitted invoice yet. Also, Jerry had not submitted as invoice for the work done at the Tank Farm, discussion regarding and agreement, we approve payment but hold check until the invoice comes in. Included in bills payable was also the invoice from the law group that came today. There were no questions regarding the Treasurer's Report.
A motion was made by Commissioner Zalwalski to approve the Treasurers Report and pay the bills (holding the check for Jerry until invoice arrives)
Commissioner Lombardi seconds
Hall - Yes, Elliker - Yes, Zawalski - Yes, Lombardi - Yes
Motion passes
- c. Update on FEMA, Business Oregon and Civil West.** We are still on hold with FEMA and received an email that there is now a national hold on FEMA funding of mitigation grants as funds are low and being saved for disasters. Congress will address appropriations when

current measure expires September 30th. Lisa reports Shannon had been encouraging that we would get the grant we had asked for and the approval of amended application for increased costs and the pre-award engineering costs. Any work Civil West does prior to the award will be on us to pay. Timelines for FEMA is for us to be on the Lincoln County Hazard Mitigation report by a year after the award. It was to be by Fall of 2025 and now estimated December of 2025. Now that contract with Business Oregon is signed we have three years to complete project, though usually not a problem to get an extension if needed. Lisa thinks we should have Keven help us submit the Cost Share application. Business Oregon may not give us the grant until we have the FEMA award but we can still apply now. Our share of the FEMA grant payment is \$210,575, Business Oregon has a \$500,000 limit. Lisa wanted to thank Commissioners that are no longer on the Board for allowing us to move forward with the FEMA grant, for having faith that we could go for this and do this, and do this for our community. She appreciates their work.

Commissioner Zawalski made a motion to move forward with Civil West drafting a request for Cost Share to Business Oregon. Commissioner Hall seconds.

Hall - Yes, Elliker - Yes, Zawalski - Yes, Lombardi - Yes
Motion passes.

- d. Follow-up on water being used between lots. Theresa states that she spoke with the individual and they explained the current situation with the renter. She did not take any action as she knows of two other property owners in the community who have a similar situation and feels that we need to be consistent. Theresa and Beth will discuss off-line and go over Quickbook accounts as well.
- e. Position # 3 status. Commissioner Lombardi has begun treatment for a medical condition and is finding it taxing. Originally she was going to resign but will stay on as long as an asset to the District. She requests someone take over the monitoring of the monthly meter readings Theresa volunteers, Beth will train her how to do it. Kellie will continue to write up the agenda, the monthly meeting summaries and pick up the mail 3 x wk and will reassess duties in two months. Board is supportive.

E) Other Correspondence — None

F) Special Order of Business — None

G) Ordinances — None

H) Resolutions — None

I) Public Comments — None

J) Board Member Comments — Beth reports that She and Theresa had recently been out and found two more corp stops. Work was suspended looking for another after wasp nest disturbed and Theresa got stung. We now are in single digits of remain corp stops to find. Beth states that we may not get them all metered but she is determined to find them all this year. Some of the remaining have no data but she has been in contact with property owners via email and gotten some good information.

K) The next Board Meeting is September 10, 2024. at 6:00 pm via Zoom. Meeting was adjourned at 6:48 PM

Submitted by Commissioner Lombardi