

OTTER ROCK WATER DISTRICT
MEETING SUMMARY
Working Meeting - April 21, 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: A Working Meeting of the Otter Rock Water District was held on April 21, 2020 via ZOOM. The meeting convened at 6:09 pm, with Commissioner Hall presiding.

B. Roll Call:

- Members In Attendance: Commissioners Hall, P. Anderson, Backenstow, Gleason and Elliker
- Staff Members Present: Superintendent Osburn
- Special Adviser Attendance: Tom Kammerer
- Public Attendance: Stan and Patti Hart, Mike Mullin

C. Infrastructure Report:

After recent inspections and compilation of data, Buz, Jim and Tom discussed and educated Board on what has been *found* so far as well as proposed suggestions.

Tom: discussed effectiveness of using an open channel flow measuring device for spring out-flow, soils report for earthquake resistance

Buz: materials just sent to engineer, so haven't heard back yet

Tom & Jim: roof movement relative to wall, took measurement w/ tank empty, will do again after tank is refilled. West wall has bow and is leaning, North wall has some bow as well. Some roof slabs have sag.

Jim: Noted visible change in last 3 to 4 years indicating wall movement.

Tom: Noted condition of joints and older repairs. Concern of tank not being water proofed on inside. Feels rebar needs testing.

Can site support a taller tank? Would need soils test specific to proposed plan to determine. Discussed possibility of adding foundation support.

Tom: will forward some links from a state website regarding seismic mitigation plan to Board.

Tom: suggested mission statement or guiding principle may help

D. Budget discussion items

Pat:

- Getting close to a figure on what's left for the fiscal year funds.
- Needs input for upcoming budget preparation and requested the board submit suggestions, within their sphere of knowledge, for budget items.

Examples of suggestions: a locking/fire proof file cabinet for the office, labor and materials for infrastructure projects, consulting fees, etc.

Buz: estimated soils report will be around \$10-\$12k

Dan: reviewed the required steps and time line of the budget process

Jim & Pat: Report on removal of car-in-ditch and damage to bridge.

Pat: Car-in-ditch incident may cost district upwards of \$2K. Our insurance won't cover this.

Jim & Buz: Will prepare list expected funds needed for projects, maintenance, etc.

Board discussed whether we needed another work session before our next regular meeting and concluded we may not need one, so none was scheduled.

E. Board member assignments/responsibilities:

Subject was tabled to unspecified future meeting.

Do we need a committee to review our insurance coverage?

F. AIC (Action Items Checklist)

Dan suggested that if the board could just email him any changes in the AIC list, we could update it that way without taking up meeting time.

Meeting was adjourned at 7:30 pm.

The next regular Otter Rock Water District meeting is scheduled for May 12, 2020 at 6:00 pm online via ZOOM.