

OTTER ROCK WATER DISTRICT

MEETING SUMMARY

Board Meeting – September 12, 2023

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 September 12, 2023 via ZOOM. The meeting convened at 6:00 pm with Commissioner Hall presiding.

B. Roll Call:

- Members In Attendance: Commissioners Hall, Goldhammer, Lombardi and Elliker
- Staff members present: Whitney Erskine
- Hiland representatives: Curtis Olson
- Public in Attendance: Pat Anderson, Patti & Stan Hart, Michael & Genese Mullin

C) Consent Agenda:

Approval of Board summary for the August meeting

A motion was made by Commissioner Lombardi, second by Commissioner Goldhammer to approve the August meeting summary.

Hall Yes / Elliker Yes / Lombardi Yes / Goldhammer Yes /

Motion carried.

E) Reports, update and announcements

a. **Water Operator's Report** – Curtis Olson

The pumping at Spring #3 was tested and is functional. Cody is checking the reservoir level several times a week when on site. Hiland has hired 2 new crew members and is hoping to get back to do more meters in the coming weeks. (They expect to be hiring a few more in the next week.) Chlorine residuals were normal. Spring flow is lower, but still adequate. If spring #3 is needed and brought on-line, we should have more than enough.

b. **Office/Treasurer's Report**

The Treasurer's report was presented by Commissioner Goldhammer. See the website for the Treasurer's reports. Some of the meter expenditures will be coming out of the chlorination account.

A motion was made by Commissioner Elliker, second by Commissioner Lombardi, to approve the Treasurer's report.

Hall Yes / Elliker Yes / Lombardi Yes / Goldhammer Yes /

Motion carried.

A motion was made by Commissioner Lombardi, second by Commissioner Goldhammer, to pay the bills.

Hall Yes / Elliker Yes / Lombardi Yes / Goldhammer Yes /

Motion carried.

Commissioner Lombardi mentioned getting signed up at the bank for signing checks. Since Commissioner Hall will be out of town for sometime and all board members need to sign a new signature card, it will need to be done later in October.

c. **BusOR loan update** – As a result of the August 22nd meeting with Business Oregon attended by Commissioners Goldhammer and Elliker, the board will be looking at revised project scenarios and doing a customer survey. Eileen will contact Civil West about meeting with them.

d. **Document for license to install a meter on private property.** Our attorney recommended only installing meters on private property with a formal easement. Commissioner Elliker will draft

an email to be sent to the affected property owner.

e. **Other correspondence** – The District almost gained a used but working replacement refrigerator for the Community Center from a customer, but delivery has been delayed. In the meantime two other customers have offered to arrange for the old fridge to be hauled off.

E) Special Order of Business - none

G) Ordinances – none

H) Resolutions – none

I) Public Comments – Pat Anderson had some questions on the Accounts Receivable on the Treasury reports and had several questions on what shows on the P&L reports. She mentioned Senator Merkley working to get federal money for the state.

J) Board member comments

Commissioner Elliker performed a survey of the contents of the Safety Deposit box and has made a list of the contents. Also found and downloaded a number deeds and easement documents from the county website as well as documents on water rights and permits on the state water resources website. Further detailed notes/inventory on the documents needs to be done. Commissioner Lombardi offered to help with the records/inventory task.

The next monthly board meeting will be Tuesday, October 10, 2023 at 6pm.

Meeting was adjourned at 7:17 PM

Submitted by Commissioner Elliker