

OTTER ROCK WATER DISTRICT

MEETING SUMMARY

Board Meeting –October 15, 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 October 15, 2024 via ZOOM. The meeting convened at 6:01 pm with Commissioner Hall presiding.

B. Roll Call:

- Members In Attendance: Hall, Elliker, Zawalski, Goldhammer, and Lombardi
- NWNW/Hiland representative: Curtis Olson- Absent due to illness
- Public in Attendance: The Mullins, and the Harts

C) Consent Agenda:

Approval of Board Meeting summary for September 10, 2024

A motion was made to approve the summary of 9-10-24 by Elliker, second by Zawalski
Hall - Yes, Elliker - Yes, Lombardi - Yes, Goldhammer - Yes, Zawalski- Yes,
Motion passes.

D) Reports, update and announcements

- a. **Water Operator's Report** – No report this month as Curtis unavailable due to illness.
- 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 submitted an invoice with some items from August. We were credited close to \$2500 from previous challenged charges, however one charge credited was from the previous fiscal year, will need to look at how to reconcile in our accounting. Theresa had questions regarding charges from Civil West for meeting with Theresa and the charges for the Mitigation Meeting, Theresa objects to their presence as Beth and Theresa were both present and we did not ask for representation. Theresa may address with Civil West, regarding charges. Discussion regarding dialogue needed to be clear regarding expectations. A motion was made by Commissioner Lombardi motions to pay the bills with exception of Tim's meeting charge until Theresa discusses with Kevin.
Commissioner Zawalski seconds
Hall - Yes, Elliker - Yes, Lombardi - Yes, Zawalski - Yes,, Goldhammer - Yes
Motion passes
Commissioner Zawalski motions to approve the Treasurers Report, Commissioner Hall 2nd
Hall - Yes, Elliker - Yes, Lombardi - Yes, Zawalski - Yes, Goldhammer - Yes
Motion passes.
- c. **Update on FEMA, Business Oregon and Civil West.** - Nothing new to report on FEMA. Still waiting for the hold to be lifted. With upcoming election and possibility of more natural disasters this season we may need to look at contingency plans if we have not heard anything by years end. Will have lawyer review proposal once submitted.
- d. Proposal for additional monthly meetings as needed for project updates. Theresa had Proposed that we may need additional monthly meeting on third Tuesday of the month for any Project specific discussions and decisions. We could decide at each monthly Board Meeting whether to add a Project meeting. Also discussed ways of communicating more With the public, including Project Newsletter and section on our website.
- e. F/U meeting with Laura Johnson of DEQ protection of drinking water. Theresa says she will look into getting a more detailed report on the environment of our springs. Lisa wants to f/u

with Laura regarding the \$50,000 grants. She would like to see if we could use it to map out our springs. The board agreed that she could write an email to Laura making enquiries.

- f. F/U report of low water pressure, have not heard anything further, residents live out of area part of the year.
- g. F/U report of resident shut-off. There has been no further communications.
- h. Beth submitted the required data for the EPA/LCRR survey. She was unable to upload via 120 Water and had to reformat to upload directly onto the OHA website. There was a self correct feature and it did not show any errors. Beth was thanked for her work on this. A letter will need to go out to the 57 remaining unknowns. Eileen will work on this, Theresa offers to help. Beth can show Eileen how to do a mail merge.
- i. Update on meter reading wand. The trouble with our wand was the tip, it has been replaced and is working now. Eileen is looking into cost for another tip and base to complete a second wand for a back-up.

- E) Other Correspondence — Mail from State of Oregon, taxes, follow-up with accountant.
- F) Special Order of Business — New contract with NWNW/Hiland. Beth brought up some concerns regarding changes of items that used to be in our base services that have been moved out. There is an item for suspension or termination of agreement that states NWNW can terminate w/o reason with a 30 day notice, we should have the same right. We want specific description of what the services are that they are providing for us. Specify what “Non-routine Testing” is. There is now a %20 additional fee. In addition Beth questions whether they flushed our system this year as there is evidence it has not been done and we have not been billed.
Elliker motions we send the NWNW Contract to our lawyer for review, Zawalski seconds
Hall - Yes, Elliker - Yes, Zawalski - Yes, Goldhammer - Yes (Lombardi had left meeting prior to vote)
- G) Ordinances — None
- H) Resolutions — None
- I) Public Comments — None
- J) Board Member Comments — Beth states recent SDAO email mentioned free training from Oregon Ethics Committee for mandatory trainings for all Board Members of districts with expenditures over a million dollars. This may not apply to us this year as FEMA funding has been delayed but will be applicable in years following. Currently looks like four offered per month. Also for the EPA copper and lead survey we need documentation. We should copy photos from the Diamond Maps to create a file for the ORWD.
- K) The next Board Meeting is November 12, 2024. at 6:00 pm via Zoom. Meeting was adjourned at 7:37 PM
Submitted by Commissioner Lombardi