

OTTER ROCK WATER DISTRICT

MEETING SUMMARY

Board Meeting – April 11, 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 April 11, 2023 via ZOOM. The meeting convened at 6:02 pm with Commissioner Hall presiding.

B. Roll Call:

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

C) Consent Agenda:

a. Approval of Board summary for February and March meetings.

A motion was made by Commissioner Elliker, second by Commissioner Goldhammer to approve the board meeting summaries.

Hall Yes / Elliker Yes / Goldhammer Yes /

Motion carried.

D) Reports, updates and announcements

a. **Water Operator's Report** – Curtis reported that Hiland had a repair to do at the Mahala subdivision after not fulfilling a locate request, due to not realizing it was in our district. Hiland will cover all the costs for the repair. Hiland will start on next 4 new meter installs on Thursday, 4/20/23. New Meters – Ferguson has 5 or 6 on hand. Curtis is waiting for a price. Broken meters that were sent in are being evaluating by Ferguson for warranty coverage. We have 9 meter boxes in stock.

Lead and Copper Rule Revisions - JJ Olson spoke at the meeting to explain the new requirement for a lead pipe survey and inventory that is required by the EPA and OHA. The purpose is to rid all water supply systems of lead contamination. JJ explained the accepted methods for determining the service lines and the data needed for the inventory. This means finding records of installs done after 1985 or excavation of service lines to inspect and record the type of material used on both the district side and the customer side. Where meters are already installed the inspections can be done at the meter box. For others the inspection should be done at the property line. The inventory must be completed by October 16, 2024 and made available to the public, i.e. posted on our website. There is no funding available for water districts or utilities to do this, although there is talk of grants for homeowners for replacement plumbing if lead is found in their house plumbing.

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

The Treasurer's report was presented by Commissioner Goldhammer. See the website for the written Treasurer's report. A discussion ensued about moving the System Development Funds to our state savings account from our general checking account where they are currently held. A motion was made by Commissioner Elliker, second by Commissioner Goldhammer to move the System Development Funds to our state LGIP Treasury account.

Hall Yes / Elliker Yes / Goldhammer Yes /

Motion carried.

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

Hall Yes / Elliker Yes / Goldhammer Yes /

Motion carried.

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

Hall Yes / Elliker Yes / Goldhammer Yes /

Motion carried.

d. **Funding update** –We are still waiting for the report from PSU on the income survey which should be done by the 18th. Once we receive the report we can contact Business Oregon about proceeding with our loan application. Also FEMA continues to ask questions of Civil West about our grant application. We are working to schedule a meeting with Keven at Civil West to put together a couple of scenarios that will fit with the funding requirements.

e. **Other correspondence** -

a. Hiland contract renewal - We received a proposed contract from Hiland for the next year, except the one they proposed will only go to January 1, and then switch to a 12 month contract for the calendar year. Hiland has included a number of increases in their proposed contract, but no other language changes. The board discussed whether there was any room or need to negotiate any changes. The deadline to negotiate changes and/or sign is 45 days before the end of the current fiscal year. The board will discuss at the next board meeting.

E) Special Order of Business

a. Budget preparation – Commissioners Goldhammer and Elliker met to work on the proposed budget, along with the Appropriations Transfer that is needed for the current fiscal year. Notice requirements for the budget cycle were discussed. Goldhammer and Elliker will meet again. Board member availability for budget meetings was discussed.

F) Ordinances – none

G) Resolutions – Appropriations Transfer Resolution 2023-20

Commissioner Hall read the whereas clause of the resolution and the fund transfers were explained.

A motion was made by Commissioner Elliker, second by Commissioner Hall, to approve Resolution 2023-20.

Hall Yes / Elliker Yes / Goldhammer Yes /

Motion carried.

H) Public Comments – none

I) Board member comments

Lisa – We should over budget for the EPA locates.

Some board discussion ensued about the EPA survey.

Eileen – Would us like to order more meters.

A motion was made by Commissioner Goldhammer, second by Commissioner Elliker, to order 6 more meters if the cost is not more than \$200 each.

Hall Yes / Elliker Yes / Goldhammer Yes /

Motion carried.

The next monthly board meeting will be Tuesday, May 09, 2023 at 6pm.

Meeting was adjourned at 7:24 PM

Submitted by Commissioner Elliker