

OTTER ROCK WATER DISTRICT
WORK SESSION MEETING-SUMMARY
VIA ZOOM
JUNE 16/2020

CALL TO ORDER: 6:06 PM, Buz Backenstow presiding

ROLL CALL: by verbal call,

- a. Board Members present:
Backenstow, Hall, Elliker, Gleason, Anderson,
- b. Staff Members present:
Superintendent Osburn
- c. Public Present:
Patti Hart, Genese & Mike Mullen

WORK SESSION TOPIC

Announcement: Superintendent Jim Osburn announced that he will be leaving employemnt at ORWD as of June 30, 2020. Jim stated that this was not something he sought out, but that this offer cannot be refused, he will miss Otter Rock, also. Jim has offered to help with the transition. Jim mentioned how critical timing and procedures are for water sampling and other functions/reporting required by the State.

Transition Planning for District Operator-

Buz Backenstow:Our Operations & Maintenance Superintendent Jim Osburn has been hired away from us and will be leaving our employ June 30. Hls new job will pay substantially more with benefits and best of all eliminates his weekly commute from Grants Pass. We wish him well-he will be missed.

Comments: Board members each voiced acknowledgement that this is a fantastic opportunity for Jim and wished him well, knowing that it will be very difficult to replace Jim's unflagging dedication, knowledge of our systems and his skill repairing/replacing failing parts..

Backenstow: this will change the scope of work at the tank site somewhat. The things we were going to do in-house will have to be added to the overall scope of work estimate that was being developed by Jonathan at Cascade Water Works. Jim is a talented guy; a master at band-aiding our antiquated system. We may not be able to replace him anytime soon. I think most of our water users know this and will realize that we need to get with the program and embark on a system wide upgrade. So the time is ripe to present them a cost estimate to accomplish this and move forward with applying for a loan.

Anderson: Obviously, Jim's departure will effect the budget for 20-21. However, at this time, we have no way of knowing just how. The board will re-convene the Budget Committee as soon as more is known about a new Superintendent. We will proceed with adoption of the budget as planned on June 25, knowing that we may be required to file an amended budget, over the summer.

Anderson and Backenstow volunteered to contact Analytical Labs in Eugene to ask them for referral to someone with the correct license who can collect our water tests. Jim: there are 6 sites for testing identified by the State: Community Center, Fire Station, State Park and the 3 springs, but Springs are only tested if one of the first three sites comes back positive. (Spring 3 can only be tested when it is raining)

Anderson: re situation on Nellie: what does the board wish to do about attempting to recoup cost of the sewer line leak from private property: No consensus to do so. County will be following up also, and will hear from them. 3 meters were installed on the E side of Nellie during this event. Backenstow: we have only 1 meter left in reserve and a new service may be requested soon on Boland. We can only get a 50% discount on purchase if we purchase 10 at a time.

Anderson: VISA pending card application is cancelled at bank until we such time as a new super is hired. Board members will buy/order supplies, if needed, out of pocket and get reimbursed. Buz expressed concern about how he can pay for small purchases.

MOTION: Dan made a motion to apply for a new VISA card now with Buz and Lisa as holders. Motion died for lack of 2nd.

There is a new state initiative called **Oregon Saves** that must be in effect this week. It provides a state-tracked vehicle for retirement savings for employees, should they wish to enroll. There is no cost to the district, if we choose to offer the "no employer contribution" level.

MOTION: no motion was made

MOTION: Gleason moved, Hall 2nd, to allow Anderson and Elliker to finalize proposed CoVid19 rules for use of office-need motion to adopt.

Backenstow/yes Hall/yes Elliker/yes Anderson/yes Gleason/yes

Other Comments: Hall thanked Jim again for his dedicated service to the district. Jim asked about payment for the CoVid test ORWD agreed to pay for on his behalf. Anderson stated that the bill was paid and she will find documentation tomorrow. Also ORWD will have to use Osburn's license to operate in the district. Cody Howry may be interested, but does he have to have a year of experience before he can take to class being offered next month? Buz brought up the leak on Ellie and the leak in tank 1, drain line, that should be resolved before Jim leaves. The parts are on order, with Jeff and Pat Hart. Gleason and Osburn will make up a formal announcement to be posted on the website. Patti Hart asked if the Superintendent position has been posted yet-no, Jim just announced his resignation last Friday evening.

Next meeting is the Budget Hearing on June 25, 6pm

MOTION: Gleason made and Hall 2nd motion to adjourn meeting

Gleason/yes Elliker/yes Hall/yes Anderson/yes Backenstow/yes

Meeting adjourned at 7:17 pm