

OTTER ROCK WATER DISTRICT

MEETING SUMMARY

Board Meeting – January 10, 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 January 10, 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 representative: Curtis Olson
- Public in Attendance: Andy Goggins (joined later)

C) Consent Agenda:

Summary for the December monthly board meeting was submitted by Commissioner Elliker. No changes.

A motion was made by Commissioner Goldhammer, second by Commissioner Hall 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 apologized for missing the last meeting due to an emergency repair at another system. The monthly written report has not been done yet and he has no information on spring flows. Chlorine residuals look good. (The board had some questions on the November invoice and had sent Curtis an email.) Curtis reported that since receiving the email from a board member, he had stopped all projects until it could all be discussed. Commissioner Elliker explained the district's need for invoice details on projects due to our funds, some of which are restricted, and our budgeted categories so we can accurately assign expenses to the proper accounting codes. Commissioner Goldhammer had some questions about the work on the vault installations at the tank farm and requested to meet Curtis on site to discuss the plan. Commissioner Goldhammer confirmed that Curtis would be ordering the boxes needed for additional meter installs.

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

The Treasurer's report was presented by Commissioner Goldhammer. See the website for the written Treasurer's report. We have not yet received the bill from Hiland for the month of December.

A motion was made by Commissioner Elliker, second by Commissioner Goldhammer, to pay the bills we have received, except the remainder of the Hiland November charges that still need clarification.

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.

c. **Other correspondence** – none

E) Special Order of Business

a. **Board positions # 3 & 5**

We still have 2 positions to fill on the board, positions # 3 & 5.

b. **Tree damage to community center.** Commissioner Goldhammer has been in contact with the insurance adjuster and has sent them pictures of the damage, the invoice for the tree removal, the invoice for tarping the roof and wall and the one estimate we received for repairs for the roof and wall repairs. The other contractor we were referred to just does roofs. The adjuster told Commissioner Goldhammer if we felt confident about our one estimate, we could go ahead with it and weren't required to get three estimates.

Commissioner Elliker made a motion, second by Commissioner Goldhammer, that we accept the estimate from DMB Construction as soon as we get a written ok from the adjuster and a claim number.

Hall Yes / Elliker Yes / Goldhammer Yes /

Motion carried.

c. **PSU Survey update** – The survey has been mailed. (All commissioners have received and returned theirs.) Commissioner Elliker asked that any customers listening to the meeting please return the surveys as soon as they can so we can see if we qualify for any grants.

F) Ordinances – none

G) Resolutions – none

H) Public Comments – none

I) Board member comments - Commissioner Goldhammer contacted Columbia Bank and they had no further information on the upcoming bank changes. The board discussed the possibility of switching to Umpqua bank.

The next monthly board meeting will be Tuesday, February 14, 2023 at 6pm.

Meeting was adjourned at 6:54 PM

Submitted by Commissioner Elliker