

OTTER ROCK WATER DISTRICT

MEETING SUMMARY

Board Meeting – October 12, 2021

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 12, 2021 via ZOOM. The meeting convened at 6:02 pm with Commissioner Kammerer presiding.

B. Roll Call:

- Members In Attendance: Commissioners Hall, Taylor, Cutler, Elliker and Kammerer.
- Hiland representative – Robert Trotter
- Public in Attendance: Patti and Stan Hart, Mike and Genese Mullin, Consuelo Kammerer, Whitney Erskine, Mike Feves, Darren Linker, P. Anderson

C) Consent Agenda:

Board review of meeting summaries for previous meetings - no additions made.

D) Reports, updates and announcements

a. Water Operator's Report – Robert Trotter of Hiland Water presented a report on current conditions. September water tests resulted in coliform positive and retests were performed with coliform positive most test sites, but no E-coli. Spring flow is fair and we are still running with spring #1 & 2 only. There have been staff changes at Hiland.

1. Chlorination project update – The chlorination system was put on-line today. They expect to be adjusting the chlorination level in the coming weeks and testing for residual as required.

2. Meter installations update – The price for different meters to install in low pressure areas is about the same as the regular meters. We will wait to see what installation costs are for some of the existing meter stock before deciding how many new meters to order.

b. Office/Treasurer's Report

Commissioner Cutler presented a report of current finances. See the website for the written Treasurer's report and the current Profit & Loss Budget vs. Actual report.

A motion was made by Commissioner Taylor, second by Commissioner Cutler to approve payment of the current bills.

Taylor Yes / Cutler Yes / Hall Abstain / Elliker Yes / Kammerer Abstain /
Motion carried

Reimbursement documentation was discussed.

A motion was made by Commissioner Kammerer, second by Taylor that all expenses must be approved by the board.

Taylor Yes / Kammerer Yes / Elliker No / Hall Yes / Cutler No /
Motion carried

Discussion of breaking out costs of repairs from Hiland Additional Services billings.

A motion was made by Commissioner Elliker to approve Treasurer's report. No second, motion dies for lack of second.

c. Financial Audit We received two quotes for audits. Grimstad \$10,000 and Accuity \$7,500.

A motion was made by Commissioner Hall, second by Commissioner Kammerer to hire Accuity to perform an audit of Fiscal Year 2020-2021 for \$7,500.

Hall Yes / Elliker No / Kammerer Yes / Taylor Yes / Cutler No /

Motion carried

e. Service reconnection charges - Ordinances 2017-01, 2017-02, & 2017-04

The board discussed the application of existing language when applying fees for reconnection of water for customer accounts previously turned off.

A motion was made by Commissioner Kammerer, second by Commissioner Taylor to charge \$500 for turn on fee for previously discontinued customers.

Taylor Yes / Kammerer Yes / Hall Yes / Cutler Yes / Elliker Yes /

Motion carried

f. Facilities maintenance quotes – Hiland \$1040 for tank farm & community center; ATMS (After The Morning Surf) Lawn Service, \$400 for tank farm only.

A motion was made by Commissioner Cutler to hire ATMS to do the tank farm work and get an additional bid for work at the Community Center.

Taylor Yes / Elliker Yes / Hall Yes / Cutler Yes / Kammerer Yes /

Motion carried

g. Other correspondence – The district received a survey from our liability insurance carrier to update our policy effective in January. Board members will look at it.

E. Special order of Business

F) Ordinances – none G) Resolutions – none

H) Public Comments – Genese Mullin asked that there be a notice sent out regarding our chlorination of water. Commissioner Kammerer will write up a notice. Commissioner Elliker will send out via email News list and post on the web page.

I) Board member comments – none

Meeting was adjourned at 8:26 PM

Submitted by Commissioner Elliker