

# OTTER ROCK WATER DISTRICT

## MEETING SUMMARY

### Board Meeting –November 12, 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 6:02 pm with Commissioner Elliker presiding.

#### B. Roll Call:

- Members In Attendance: Elliker, Zawalski, Goldhammer, and Lombardi. Commissioner Hall absent
- NWNW/Hiland representative: Aaron Olson
- Public in Attendance: The Mullins, and the Harts

#### C) Consent Agenda:

Approval of Board Meeting summary for October 15, 2024

A motion was made to approve the summary of 10-15-24 by Goldhammer, second by Zawalski  
Goldhammer - Yes, Elliker - Yes, Lombardi - Yes, Zawalski- Yes,  
Motion passes.

#### D) Reports, update and announcements

- Water Operator's Report** – Aaron states November spring flow rate similar to October, overflow rate is 23 gpm. Chlorine levels are within acceptable range. And no issues with lab results. Meters were read 11-2. Meters spliced in October, a leak in Portland will keep them from splicing meters Wednesday, maybe come on Thursday. Eileen reports there was a call regarding a leak on 1st St at the A-frame. Beth states Nate was doing prep for meter there last week and there was a leak at the hose-bib and Beth told him to turn it off. Aaron said he would be in the area tomorrow and he could check on it.
- Office/Treasurer's Report** The Treasurer's Report was presented by Commissioner Elliker. See the website for the Treasurer's reports. All accounts reconciled. P&L is where it should be for the year with exception of some labs that come up every few years. Theresa has some comments on Civil West invoice, she had talked to Keven and he was in agreement that we should not be charged for Tim's attendance at the meeting she had with Keven. Theresa says we should have gotten an updated invoice, Theresa will contact Keven for that.  
A motion was made by Commissioner Lombardi to accept the Treasurer's report and pay the bills, with a reduction on Civil West, Zawalski seconds  
Elliker - Yes, Lombardi - Yes, Zawalski - Yes, Goldhammer - Yes  
Motion passes  
Commissioner Goldhammer makes a motion to sign the contract for the 50,000 grant from Lincoln County and send it back to them, Zawalski seconds.  
Zawalski - Yes, Lombardi - Yes, Goldhammer - Yes, Elliker - Yes  
Motion passes
- Meter reading wand update. We still do not have a second fully operational device. We need to see if we can have repaired or buy a new reading tip and for the extension. Eileen got some estimates and does not think the tip can be repaired. It is agreed that we would like to have a second operational wand.  
Zawalski makes a motion that we agree to purchase either by repair or by full brand new  
Purchase the components it requires to complete a second wand for the water district,  
Goldhammer seconds.  
Lombardi - Yes, Zawalski - Yes, Goldhammer - Yes, Elliker - Yes  
Motion passes.

- d. Update EPA/LCRR- Notices were sent to unknowns, certification was filed to OHA, data has been uploaded on our website for public review. July 1st update is due on the inventory- any new info will need to be entered on the spreadsheet and be re-submitted.  
Final date is a couple of years out with eventually no unknowns. The Board thanked Pat Anderson for downloading all the photos from the Diamond Maps for us. There were a few Missing but Beth will email Curtis to get them uploaded onto Diamond Maps.
  - e. Update on FEMA. Beth reports Shannon from OEM says the budget amendment, which Included the pre-award costs has been approved. Which Beth states means the hold has been lifted. Much discussion between board members regarding opinions of waiting to spend money or going ahead with using FEMA funds for initial design work. Some concerns are whether we would be on the hook for the funds, concerns about delaying BizOr part of the project. Keven had offered to put together an informational meeting with Shannon at OEM, We all need to be at the meeting, Theresa will reply to Keven's email with him proposing some dates and times, with a clear understanding on the pre-award.
  - f. Other Correspondence- none
- E) Special Order of Business — Civil West proposed Scope of services revision for FEMA and BizOr Projects. Board agreed to meet on 11-19 to discuss the documents from Civil West. We had said at a previous meeting that we would send this to our lawyer to review. Kellie will review proposal prior to the next meeting. Beth will send to the lawyers for review and they have been pretty good with turn around.  
Lombardi makes a motion that we send the CWES Scopes and Fees for the BizOr and FEMA Projects to our lawyers for review, Zawalski seconds.  
Elliker - Yes, Goldhammer - Yes, Lombardi - Yes, Zawalski - Yes  
Motion passes
- F) Ordinances — None
- G) Resolutions — None
- H) Public Comments — Janice wanted to say she appreciates the board and thinks we work well together. We also thanked her for showing up to meetings
- I) Board Member Comments — Lombardi brought up Lisa's concern about who is responsible for the the documentation to get ORWD on the list for the Lincoln County Hazard Mitigation Plan. Civil West is invested in getting us on the plan and we can monitor progress. Lombardi had some concerns regarding how often we are being put off by NWNW/Hiland, wondering if we are too small a customer for their attention. Beth says the focus is now on getting the three opened pits filled in. Beth and Theresa found some difficult corp stops. 26 meters to go, may get three done soon, then 23 left, and we have forty inspections of old meters to do and then finished.
- J) The next Board Meeting is December 10, 2024. at 6:00 pm via Zoom. Meeting was adjourned at 7:18 PM  
Submitted by Commissioner Lombardi