

OTTER ROCK WATER DISTRICT

MEETING SUMMARY

Work Session – February 22, 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: A special Work Session Board Meeting of the Otter Rock Water District Board was held on Monday, February 22, 2021 via ZOOM. The meeting convened at 6:04 pm with Commissioner Elliker presiding.

B. Roll Call:

- a) Members In Attendance: Commissioners Hall, Backenstow, Anderson, Gleason and Elliker
- b) Members not in attendance: none
- c) Staff Members Present: none
- d) Public in Attendance: Alan and Wendy Niem, Patti and Stan Hart, Mike and Genese Mullin, Dale Powers, Jerry Davis

C) Continuing business

a) Chlorination project – next steps

The water district received a scope of work proposal from Cascade Water Works to proceed with all steps to complete construction of the project – RFP, oversight of construction, etc. for an estimated \$3900.

A motion was made by Commissioner Gleason, second by Commissioner Backenstow to proceed as outlined in the proposal from Cascade that is dated 2/21/21.

Hall Yes / Backenstow Yes / Anderson Yes / Gleason Yes / Elliker Yes

Motion carried.

Commissioner Elliker will sign the authorization to proceed and submit to Cascade.

b) Project Funding – Grants/Loan

The water district received a scope of work proposal from Civil West to apply for FEMA grants.

A motion was made by Commissioner Anderson, second by Commissioner Gleason to approve the provisions of the Engineering Scope of Services document, dated 2/11/2021, from Civil West Engineering for that firm to apply for FEMA Post-Disaster Hazard Mitigation Grants on behalf of ORWD, and that ORWD proceed to a contract for the stated services for an amount not to exceed \$12,500.

Anderson Yes / Gleason Yes / Backenstow No / Hall Yes / Elliker Yes

Motion carried.

Commissioner Hall will contact Civil West to notify them and get a contract, Commissioner Elliker will sign and return.

D) Board Member Comments

SDC Q&A training with Civil West is tentatively scheduled for Monday March 15, 2021 at 12:00 pm.

Commissioner Gleason will also draft a thank you email to the community regarding the donation of \$40,000 from Cape Foulweather Sanitary District. Since the donation funds are to be dedicated only to the Chlorination Project, Commissioner Elliker will contact CFSD to see what to do with any remaining funds should they not all be expended with this project.

E. Adjournment

Meeting was adjourned at 6:44 PM.

The next regular meeting is the monthly Board Meeting on March 9, 2021 at 6:00 pm, via Zoom.

Submitted by Commissioner Elliker