

OTTER ROCK WATER DISTRICT

MEETING SUMMARY

Board Meeting – May 10, 2022

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 May 10, 2022 via ZOOM. The meeting convened at 6:07 pm with Commissioner Hall presiding.

B. Roll Call:

- Members In Attendance: Commissioners Hall, Cutler, and Elliker
- Staff members present: Whitney Erskine
- Hiland representative – Robert Trotter
- Public in Attendance: Dale Powers, Cheryl and Steve Hall, Mike and Genese Mullin, Patti and Stan Hart.

C) Consent Agenda:

Summary for the April meeting was submitted by Commissioner Elliker. No changes.

A motion was made by Commissioner Elliker, second by Commissioner Cutler to approve the April summary.

Elliker Yes / Cutler Yes / Hall Yes /

Motion carried.

D) Reports, updates and announcements

a. **Water Operator's Report** – Robert Trotter of Hiland

Chlorine residual levels: after 12 samples has been an average of 0.21, with a minimum of 0.12, and maximum of 4.0.

Spring flow: #1, 56 gpm ; #2, 150 gpm ; # 3, 31 gpm.

Still need to check out the downed trees at spring #1 to see if there is any damage.

The chlorination system installation still needs a meter box and check for waterproof cover for the wiring. We received final approval from the State, but the district still needs to send an email to Hiland stating that the district doesn't want the system designed by Civil West.

Second street easement: The main runs between 40" to 24" and averages 24" in most of the easement, but is as shallow as 15" in part. The surface is heavily compacted gravel and may be adequate but is not to code (30" to 36" in depth).

Two meters were installed on Gladys. The District is going to do some research on finding corp stops and will notify Hiland for future meter installs.

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

Commissioner Elliker 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 Elliker, second by Commissioner Hall to approve the Treasurer's Report.

Hall Yes / Cutler Yes / Elliker Yes /

Motion carried.

Bills ready for approval: A motion was made by Commissioner Elliker, second by Commissioner Hall to pay all the bills.

Elliker Yes / Cutler Yes / Hall Yes /

Motion carried.

c. Other correspondence -

We have had a request to open the Community Center for a family gathering in June.

By consensus the board agreed to open, but the facility needs cleaning. Commissioner Elliker will send a News email out asking for volunteers for cleaning as well as for lawn and yard work.

E) Special Order of Business

a. **Board positions # 2 & 5**, still unfilled.

b. **Hiland communications & new contract** We still need improved communications with Hiland. Commissioner Hall felt that Hiland was not truthful when asked about checking the tree falling on the spring. Regarding the contract renewal for FY 22-23, board members still need to discuss the details with Hiland. Commissioner Cutler and Hall will plan to meet with Hiland.

Commissioner Hall will send an email with details to Hiland prior to the meeting.

d. **Second street easement work** – Commissioner Cutler has been working on this. Still need to finalize project details, get consensus from all affected customers, and contact Hiland. Still looking at local contractors for the work – have gotten hourly rates, but no bids available.

F) Ordinances – none G) Resolutions – none

H) Public Comments – Dale Powers asked about the system rebuild project. The District is waiting to hear about the FEMA grant before moving forward.

I) Board member comments -

Commissioner Elliker: requested consensus to purchase a new printer for the office. The board all agreed on a Canon for \$369. Also planning an excursion with Craig DeMott to identify corp stops to facilitate meter installations and will send a combined email asking for volunteers for corp stops, lawn & yard work at community center, and building cleanup at community center.

Meeting was adjourned at 7:08 PM

Submitted by Commissioner Elliker