

**Oceanside Water District**  
**Regular Board Meeting**  
P.O. Box 360  
Oceanside, OR 97134  
(503) 842-0370  
owd-oregon.org

**February 20, 2018 Minutes**

**BOARD MEMBERS PRESENT:**

Henry Wheeler-Chairman, Charles Ansorge-Vice Chair/Treasurer, Paul Newman, Spike Klobas.  
Miron Neal III.

**STAFF PRESENT:**

Alan Tuckey-Watermaster, David Nordman-Plant Operator, Julie Johnson-Office Manager

1. **CALL TO ORDER:**

1:11 PM, Oceanside Water Treatment Plant.

2. **APPROVAL OF AGENDA:**

Approval of the February 20, 2018 Board Meeting Agenda, with the addition of 9.G. Bids from Advanced Excavating for upgrades in Cape Meares. **A motion was made by Mr. Ansorge to approve the agenda, with the addition of 9. G. Mr. Newman seconded the motion to approve the February 20, 2018 Board Meeting Agenda. Motion Passed.**

3. **GUESTS:** HBH Engineering-Mike Henry

4. **GUEST COMMENT:**

5. **APPROVAL OF MINUTES:**

The January 16, 2018 Regular Board Meeting Minutes. **A motion was made by Ms. Klobas to approve the January 16, 2018 Regular Board Meeting Minutes, motion seconded by Mr. Ansorge. Motion Passed.**

6. **REVIEW OF FINANCIAL STATEMENT:**

Financial Statements as of February 20, 2018. *Consensus was to approve the financial statements.*

7. **REVIEW & APPROVE OF ACCOUNTS PAYABLE:**

Accounts Payable from January 17, 2018 to February 20, 2018 were presented for Board Approval. **A motion was made by Mr. Ansorge to approve the accounts payable from January 17, 2018 to February 20, 2018 motion seconded by Mr. Neal. Motion Passed.**

8. **ON-GOING BUSINESS:**

A. HBH Engineering-Mike Henry

1. Mr. Tuckey is seeking to purchase one generator for emergency use at both the Capes Tank, and Short Creek Intake. Inland Electric has agreed that they will connect and test the emergency generator when it is received; the signed agreement is valid until June 30, 2018.
2. Overhead Doors has submitted a bid to install safety sensor and cable on the failed garage doors in the amount of \$1,225. Labor is estimated at \$625, travel time \$240. Mr. Wheeler requested that HBH contact to see if they could get Overhead doors to reduce the labor and/or travel time. **A motion was made by Mr. Wheeler to accept the bid in the amount of \$1,225, subject to HBH requesting a deduction in either the travel or labor costs associated with the bid, if negotiations fail the bid will be accepted as is, Mr. Ansorge seconded the motion. Motion Passed.**
3. Mr. Wheeler discussed the need to have an overflow system installed in the Oceanside Treatment Plant wet well to avoid flooding the ground floor office and work area during the January 16, 2018 Board Meeting. Mr. Tuckey has since had the system reprogrammed in such a way that the well should not ever overflow in the future. Designs for an overflow system will not need to be drawn up by HBH.
4. 2KG Contractors were paid \$33,100.00 on 2/20/18, after receiving agreement letter from Inland Electric for generator connection and testing, leaving a final payment due of \$16,900. **A motion was made by Mr. Wheeler to release the final payment of \$16,900 to 2KG Contractors, subject to Overhead Doors being fully repaired, motion was seconded by Ms. Klobas. Motion Passed.**

5. IFA Loan Report No. 21 was prepared by HBH Engineering and presented at the meeting, the report Accounts for the \$582,806 that OWD contributed to the project from District funds. The Loan required OWD to contribute at least \$450,000 of District funds to the project. IFA will send a forgiveness letter for the \$900,000 loan once approved. **Mr. Wheeler made a motion to accept IFA Loan Report No. 21 in the amount of \$582, 806, Mr. Ansoerge seconded the motion. Motion Passed.**

**B. Oceanside Clean Water Subcommittee Update:**

1. RFQ for the Coleman Creek Intake Relocation Study has received twenty-two requests. Two Engineering firms have contacted Mr. Newman for further details on the project. The Board authorized Mr. Newman authority to meet with potential applicants if requested.
2. Mr. Newman and Mr. Ansoerge will be attending a meeting in Newport this month to present their thoughts on herbicide use in the watershed. In discussion with Stimson, who will also be attending the meeting, Mr. Newman discovered there will be a planned harvest in the Short Creek Watershed in the timber company's next five-year plan. The cooperation of Stimson Lumber with our water quality concerns have precipitated some procedural changes towards forestry management practices in the Short Creek Watershed, towards our mutual benefits.

**9. NEW BUSINESS:**

- A. 2018-19 Budget Officer. **A motion was made by Mr. Newman to elect Mr. Wheeler as Budget Officer, Julia Johnson as Vice-Budget Officer for the 2018-19 Budget, motion was seconded by Mr. Ansoerge. Motion Passed.**
  - B. Consumer Confidence Reports (CCR) will need to be done separately for each water source. Coleman Creek now serves Cape Meares, Short Creek serves Oceanside and Cape Meares Loop Road up to the Lighthouse. Mr. Nordman will work with Mr. Tuckey and Mr. Ansoerge to complete the 2017 CCR Report.
  - C. Mr. Neal held a Safety Meeting today with all employees from 12 p.m. to 1 p.m. Concerns for safety brought forward by the employees were listed by Mr. Neal (Working in drain fields, removing the prefilter housing, Plant sound levels, Overhead doors, protection from pressured water lines) and he plans to seek solutions for these concerns.
  - D. Updated Emergency Response Plans for Oceanside and Cape Meares were completed by Mr. Nordman and distributed to the Board.
  - E. Mr. Nordman is also working on implementing an asset management plan, CUPSS, to track the life span of the filtration system membranes, pumps, valves, etc. This will assist the District in planning for expenditures in the future, work orders to exercise valves, etc. can also be generated through this system. This is also a requirement for our Coleman Creek Study Forgiveness Loan.
  - F. Cost for GPS device and valve exercising equipment have been researched by Mr. Nordman and presented to the Board for approval. **A motion was made by Mr. Wheeler to authorize Mr. Nordman to purchase a GPS device up to the amount of \$1,500, and a valve exercising device up to \$2,700, the motion was seconded by Mr. Ansoerge. Motion Passed.** Board also discussed the need to purchase a locating device for locates.
  - G. **A motion was made by Mr. Ansoerge to allow Mr. Tuckey to proceed with upgrades on 2<sup>nd</sup> Street N.W. Cape Meares, accepting Advanced Excavating's bid in the amount of \$60,996, motion was seconded by Ms. Klobas. Motion Passed.**
10. **DISTRICT REPORT:** See attached.
  11. **OFFICE REPORT:** See attached.
  12. **CORRESPONDENCE:**

13. **COMMISSIONER COMMENTS:**

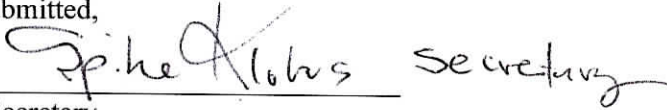
A. The next Regular Board Meeting is set for March 20, 2018 at the Cape Meares Hall.

*Consensus agreed to the next meeting date.*

B. Mr. Wheeler and Ms. Klobas agreed to sign checks on 2/28/18.

C. **A motion was made by Mr. Wheeler to adjourn the Regular Meeting at 3:30 p.m., motion was seconded by Ms. Klobas. Motion Passed.**

Respectfully Submitted,

 Secretary

Spike Klobas, Secretary

Minutes taken by Julia Johnson