

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

**December 13, 2016 Minutes**

**BOARD MEMBERS PRESENT:**

Henry Wheeler-Chairman, Charles Ansoorge-Vice Chair/Treasurer, Spike Klobas-Secretary, Paul Newman, Robert Garrigues, absent.

**STAFF PRESENT:**

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

1. **CALL TO ORDER:**

1:00 PM at the Oceanside Community Center.

2. **APPROVAL OF AGENDA:**

Approval of the December 13, 2016 Board Meeting Agenda. **A motion was made by Mr. Ansoorge to approve the agenda for December 13, 2016 Board Meeting, motion was seconded by Mr. Newman. Motion Passed.**

3. **GUESTS:**

HBH Engineering-Mike Henry, Tillamook County Road Department-Liane Welch

4. **GUEST COMMENT:**

A. Liane Welch, Tillamook County Road Department is planning for construction to begin on the Cape Meares Loop Road in 2020. A Federal Lands Access Program (FLAP) \$6.1 million Grant from Federal Highway Administration has been approved. The County will be required to match about one million dollars to fund the project. Ms. Welch may request letters of support as she seeks to raise the matching funds requested. Ms. Welch is looking at alternative routes that will protect the Coleman Creek Watershed, the final design should be complete by February 2018. A map of the road relocation routes was given to Cape Meares Neighborhood Association and Mr. Tuckey. A technical Assistance Grant thru IFA may be sought by OWD to fund the intake relocation study for Coleman Creek. Mr. Henry, HBH, would like to collect information for two summers on the creek's flow, two temporary weirs' will be needed to monitor the water flow on Coleman Creek. Oregon Natural Resources may be able to help us with a feasibility study covering the relocation of the Coleman Creek collection point. Mr. Newman requested that we file for a grant now to fund the intake relocation and pipeline.

5. **APPROVAL OF MINUTES:**

The November 15, 2016 Regular Board Meeting Minutes. **Motion by Mr. Ansoorge to approve the November 15, 2016 Regular Board Meeting Minutes, motion seconded by Mr. Newman. Motion Passed.**

6. **REVIEW OF FINANCIAL STATEMENT:**

Financial Statements as of December 13, 2016. **Consensus was to approve the financial statements.**

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

Accounts Payable from November 15, thru December 13, 2016 were presented for Board Approval. **A motion was made by Mr. Newman to approve the accounts payable from to November 15, 2016 thru December 13, 2016 motion seconded by Ms. Klobas. Motion Passed.**

8. **ON-GOING BUSINESS:**

A. HBH-Mike Henry

1. Oceanside Water Treatment Plant building permit has been issued, still waiting for the electrical permit. Essential Services is requesting that a 96 hour capacity fuel tank be on site to fuel the Plant in the case of an emergency. The additional storage could also be used to fuel the portable diesel generator used for the Short Creek Pumps, and possibility the diesel truck. The cost to install this is approximately \$10,000. HBH recommended that a change order be made to include the cost of this addition to the project. Mr. Tuckey also requested that the PSI for the concrete mix be increased from 3,000 to 4,000 psi for the building expansion. 2KG plans to pour the slab on 12/16/16. **A motion was made by Mr. Wheeler to**

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add \$6,000-\$10,000 to the project to include fuel storage for the generator, and increase the concrete psi from 3,000 to 4,000, motion was seconded by Mr. Ansoerge. *Motion Passed.*

2. Oceanside Reservoir is still in need of a flapper valve, manual, and as-builts. HBH is requesting approval to send Engineering America, Inc. a letter asking to liquidate damages if the project is not closed in the next two weeks. Certified payroll is still not correct for fringe benefits from the company, and prevents approval for a final pay request on the project.
3. Rosenberg Water Rights to Baughman Creek have been signed over to OWD by the property owner and by Mr. Rosenberg. Mr. Tuckey will send the information on to HBH to complete the title transfer application and submission.
4. Gantt Charts, no update.
5. Telemetry Schematics were sent to the Board earlier for review by Mr. McGibbon, HBH. Mr. Newman stressed that the computer used for Plant operations be a dedicated computer for operations only. Keeping operational software secure from outside interference will be high priority for OWD.
6. HBH submitted the estimated Engineering costs for the remainder of the project, see attached. OWD also prepared a funds availability spreadsheet of the construction costs. Mr. Newman requested all future meetings to require a graph of the remaining project costs.

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

1. Paul Newman needs an estimate of the cost to set up two weir systems on Coleman Creek to collect flow data. OWD may have to relocate the intake on this creek, as the relocation of Cape Meares Loop Road may force OWD to move the intake upstream of the roadway to minimize possible issues with our source.

**A motion was made by Mr. Newman to allow HBH Engineering, Mr. Newman and Mr. Ansoerge, to work on filling out a grant application for this project, motion was seconded by Mr. Ansoerge. *Motion Passed.***

**9. NEW BUSINESS: No new business.**

10. **DISTRICT REPORT:** See attached. A large leak has been found at 1816 Maxwell Mountain, 869,500 gallons has been used since the September reading. The owner has been notified of the situation, and is working to correct.

11. **OFFICE REPORT:** See attached.

**12. CORRESPONDENCE:**

**13. COMMISSIONER COMMENTS:**

A. The next Regular Board Meeting is set for January 10, 2016, at 1 p.m. in Cape Meares.  
*Consensus agreed to the meeting date.*

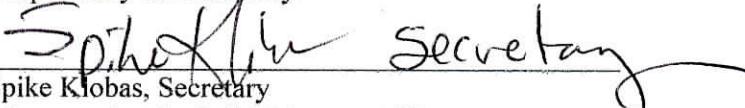
B. Mr. Newman agreed to sign month end checks 12/29/16.

C. Mr. Newman requested that we revisit the sub-committee for Cape Meares Loop Road Relocation next meeting when Mr. Garrigues is present to comment.

D. The Commissioners want to commend Ms. Klobas for doing an outstanding job putting together employee gift baskets that were presented today.

14. **A motion was made by Mr. Wheeler to adjourn the December 13, 2016 Board Meeting at 3:01 p.m., motion was seconded by Mr. Ansoerge. *Motion Passed.***

Respectfully submitted by:

 Secretary

Spike Klobas, Secretary

Minutes taken by Julia Johnson, Office Manager