

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

July 17, 2018 Minutes

BOARD MEMBERS PRESENT:

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

STAFF PRESENT:

Julie Johnson-Office Manager, David Nordman-Systems Operator

1. **CALL TO ORDER:**

1:02 p.m. Cape Meares Community Hall.

2. **APPROVAL OF AGENDA:**

Approval of the July 17, 2018 Board Meeting Agenda. Mr. Wheeler requested the addition of 9.B. Job Application Discussion, Mr. Newman 9.C. Human Resource Manual. **A motion was made by Mr. Wheeler to approve the agenda, with the addition of 9.B & 9.C, Mr. Ansorge seconded the motion to approve the July 17, 2018 Board Meeting Agenda. Motion Passed.**

3. **GUESTS:** None.

4. **GUEST COMMENT:**

5. **APPROVAL OF MINUTES:**

A. The June 19, 2018 Regular Board Meeting Minutes. **A motion was made by Mr. Ansorge to approve the June 19, 2018 Regular Board Meeting Minutes, motion seconded by Mr. Newman. Motion Passed.**

6. **REVIEW OF FINANCIAL STATEMENT:**

Financial Statements as of July 17, 2018. *Consensus was to approve the financial statements.*

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

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

8. **ON-GOING BUSINESS:**

A. Oceanside Clean Water Subcommittee-Paul Newman met with the Green Crow Representative regarding road maintenance near Short Creek, discussion of closing intake during any work near stream was discussed. They were also interested in further information on the "Joint Stimson-OWD Cooperative Experiment" which was provided by Mr. Newman.

B. Safety Report-No update.

C. Mr. Newman asked about the status of the repairs to Castle Drive and did not receive any positive response.

9. **NEW BUSINESS:**

A. Resolution 18-05, Establishing Employer's Work Week as Monday thru Sunday was reviewed. **A motion was made by Mr. Ansorge to adopt Resolution 18-05 Establishing a work week, motion seconded by Ms. Klobas. Motion Passed.**

B. Job Applications were discussed for the Plant Operator position. Mr. Nordman will be in contact with SDIS to complete the background checks on final candidates for the position. *Consensus of the Board was to authorize Mr. Nordman to complete the hiring process.*

C. Human Resource/Employee Manual is posted in drop box for Commissioners to view.

10. **DISTRICT REPORT:** See attached.

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

12. **CORRESPONDENCE:** None.

13. **COMMISSIONER COMMENTS:**

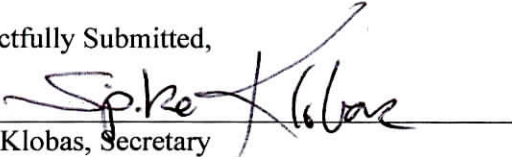
- A. August meeting is set for 8/21/18. *Consensus of Board.*
- B. Mr. Neal & Mr. Wheeler agreed to sign check 10 a.m. on 7/31/18.
- C. Break in Regular Session at 2:36 p.m. for Executive Session to discuss employee evaluations.

14. **EXECUTIVE SESSION:**

- A. Call to order at 2:36 p.m.
- B. Executive Session adjourned at 3:00 p.m. and returned Regular Session.
- C. **A motion was made by Mr. Wheeler to grant salary increases as anointed in the OWD confidential employee files. Bonus will also be included in the July 31, 2018 Payroll for all employees as set forth in the confidential employee files. Mr. Nordman will be an exempt employee as of 7/1/18 because of his management roll.**

15. Regular Meeting adjourned at 3:03 p.m.

Respectfully Submitted,



Spike Klobas, Secretary
Minutes taken by Julia Johnson