

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

March 21, 2017 Minutes

BOARD MEMBERS PRESENT:

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

STAFF PRESENT:

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

1. **CALL TO ORDER:**

1:00 PM at the Cape Meares Community Center.

2. **APPROVAL OF AGENDA:**

Approval of the March 21, 2017 Board Meeting Agenda. **A motion was made by Mr. Ansorge to approve the agenda for March 21, 2017 Board Meeting, motion was seconded by Ms. Klobas. Motion Passed.**

3. **GUESTS:**

HBH Engineering-Mike Henry, Cape Meares Property Owners-John Grimm, Carolyn Ollikainen, Mike Neal. Oceanside resident-Bruce Mitchell.

4. **GUEST COMMENT:**

1. John Grimm requested water service to 16 lots that are within the district, and an additional service to a 120-acre forestry home, that is possibly outside of our district. Mr. Tuckey and Mr. Henry felt that there is sufficient water to service the 16 lots that are within the district. Mr. Grimm will seek more information on the 120-acre parcel, and was given Board approval to contact Lois Albright, OWD Attorney, at his expense, to determine if the district boundaries could be extended to include the forestry home. Mr. Grimm's property borders the Cape Meares Water Treatment Plant location, Mr. Tuckey and Mr. Grimm discussed the groundwork and fencing that will be done at the completion of Phase II Improvements.
2. Mrs. Ollikainen and Mr. Neal, OWD Budget Committee Members.
3. Mr. Mitchell possible OWD Board Member Candidate.

5. **APPROVAL OF MINUTES:**

The February 21, 2017 Regular Board Meeting Minutes. **Motion by Mr. Newman to approve the February 21, 2017 Regular Board Meeting Minutes, motion seconded by Mr. Ansorge. Motion Passed.**

6. **REVIEW OF FINANCIAL STATEMENT:**

Financial Statements as of March 21, 2017. **Consensus was to approve the financial statements.**

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

Accounts Payable from February 21, 2017 thru March 21, 2017, were presented for Board Approval. **A motion was made by Mr. Ansorge to approve the accounts payable from to March 21, 2017 thru March 21, 2017 motion seconded by Ms. Klobas. Motion Passed.**

8. **ON-GOING BUSINESS:**

A. HBH Engineering-Mike Henry

1. Engineering America, Inc. Final Payment has been withheld due to payroll certification being incorrect. Payroll certification is still in need of some changes by Engineering America, Inc., subs have been paid except for retention. Retention due to Earthworks Excavating: \$7,000. Zochert Fencing: \$225.

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2. 2KG Pay Request No. 3 in the amount of \$365,185.80 was recommend for payment by HBH. **A motion was made by Mr. Ansoerge to pay 2KG Contractors in the amount of \$365,185.80, motion was seconded by Mr. Newman. Motion Passed.**
3. 2KG Contractors Change Orders No. 12, 13, 14, total amount of \$9,493.77, were recommended for approval by HBH Engineering, subject to IFA Approval. **A motion was made by Mr. Wheeler to approve 2KG Contractors Change Orders No. 12, \$3,479.66, 13, \$3,447.86, 14, \$2,566.25, motion was seconded by Mr. Ansoerge. Motion Passed.**
Due to the construction schedule, Mr. Henry requested that the Board approve approximately \$15,000 in upcoming Change Orders, when they occur, and authorize Mr. Wheeler and Mr. Tuckey to give approval when requested by 2KG & HBH. **Mr. Wheeler made a motion to give Mr. Tuckey authorization to approve change orders when requested by 2KG Contractors, Inc, in an amount not to exceed \$15,000, motion was seconded by Mr. Ansoerge. Motion Passed.**
4. Advanced Excavating Pay Request No. 2 in the amount of \$226, 809.65 was recommended for approval by HBH Engineering. **A motion was made by Ms. Klobas to pay Advanced Excavation, Inc. for pay request No. 2, in the amount of \$226, 809.65, motion was seconded by Mr. Ansoerge. Motion Passed.**
5. Advanced Excavating Change Order No. 1 in the amount of \$12,490, was recommended for approval by HBH Engineering. **A motion was made by Mr. Ansoerge to approve Advanced Excavating Change Order No. 1, in the amount of \$12,490, motion was seconded by Mr. Newman. Motion Passed.**
6. Gantt Charts for construction progress on Phase II and Phase III were reviewed by the Board.
7. Rosenberg Water Rights will be further pursued by HBH Engineering.

B. Oceanside Clean Water Subcommittee Update:

1. Mr. Newman is seeking a grant for Coleman Creek Point of Diversion study. Estimated costs for surveying at this site is \$6,500, to measure flow for three years \$8,000.


9. NEW BUSINESS:

- A. IFA Loan Advance No. 16 is still waiting for IFA approval, request was submitted on March 3, 2017. **A motion was made by Mr. Ansoerge to ratify IFA Loan Advance No. 16 in the amount of \$343,431.81, motion was seconded by Mr. Newman. Motion Passed.**
- B. IFA Loan Advance No. 17 was reviewed for Board approval. **A motion was made by Mr. Newman to approve IFA Loan Advance No. 17 in the amount of \$623,802, motion was seconded by Mr. Ansoerge. Motion Passed.** Loan advance No. 17 will be mailed to IFA for approval on March 22, 2017.
- C. Resolution 17-02 establishing a fund for replacement of the Membrane Modules in the Water Treatment Plants will set aside \$850 monthly starting July 1, 2017. **A motion was made by Mr. Ansoerge to approve Resolution 17-02, motion was seconded by Ms. Klobas. Motion Passed.**
- D. Swayze Easement has been surveyed for property transfer to OWD. **A motion was made by Mr. Ansoerge authorize Mr. Wheeler to sign the deed and have Mrs. Swayze sign easement back to OWD, motion was seconded by Ms. Klobas. Motion Passed.**
- E. Audit Report for 2015-16 has been completed by Kenneth Khuns & Co. **A motion was made by Ms. Klobas to accept the 2015-2016 Audit Report as presented, motion was seconded by Mr. Newman. Motion Passed.**
- F. Resolution 17-03 was made necessary to transfer funds from the LGIP General Fund to the LGIP Future Plant Replacement Fund, due to the delay in receiving IFA Loan Advance No. 16. **A motion was made by Mr. Ansoerge to approve Resolution 17-03, motion was seconded by Ms. Klobas. Motion Passed.**

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10. **DISTRICT REPORT:** See attached.
 - A. District employees will be presenting information at a future date concerning the purchase of leak detection and waterline locating equipment. Approximately 60% of the District now has lines installed with tracer wire with the recent improvements.
11. **OFFICE REPORT:** See attached.
12. **CORRESPONDENCE:**
13. **COMMISSIONER COMMENTS:**
 - A. The next Regular Board Meeting is set for April 18, 2017. *Consensus agreed to the next meeting date.*
 - B. Ms. Klobas agreed to sign checks on March 31, 2017.
14. **Meeting Adjourned at 3:51 p.m., by a motion made by Mr. Ansorge, and seconded by Ms. Klobas.**
Motion Passed.

Respectfully submitted by:



Spike Klobas, Secretary
Minutes taken by Julia Johnson, Office Manager