

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

May 16, 2017 Minutes

BOARD MEMBERS PRESENT:

Henry Wheeler-Chairman, Charles Ansorge-Vice Chair/Treasurer (2:30), Paul Newman, Spike Klobas, Robert Garrigues-absent.

STAFF PRESENT:

Julie Johnson-Office Manager

1. **CALL TO ORDER:**

1:01 PM at the Cape Meares Community Center.

2. **APPROVAL OF AGENDA:**

Approval of the May 16, 2017 Board Meeting Agenda. **A motion was made by Mr. Newman to approve the agenda for May 16, 2017 Board Meeting, motion was seconded by Ms. Klobas. Motion Passed.**

3. **GUESTS:**

HBH Engineering-Mike Henry, Cape Meares Resident- Mike Neal, Oceanside resident-Bruce Mitchell.

4. **GUEST COMMENT:**

5. **APPROVAL OF MINUTES:**

The April 18, 2017 Regular Board Meeting Minutes. **A motion was made by Mr. Ansorge to approve the April 18, 2017 Regular Board Meeting Minutes, motion seconded by Mr. Newman. Motion Passed. Ms. Klobas abstained.**

6. **REVIEW OF FINANCIAL STATEMENT:**

Financial Statements as of May 16, 2017. *Consensus was to approve the financial statements.*

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

Accounts Payable from April 18, 2017 thru May 16, 2017, were presented for Board Approval. **A motion was made by Mr. Newman to approve the accounts payable from April 19, 2017 to May 16, 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. IFA has intervened and is reviewing payroll, it is expected to have finalized in the next couple of weeks, two party checks may be issued for the final payment to assure payment to the subcontractors.
2. 2KG Pay Request No. 5 in the amount of \$572,107.43, was recommend for payment by HBH, subject to completion of certified payroll reports. HBH will notify OWD when payment can be released. **A motion was made by Mr. Newman to approve 2KG Contractors Inc, Pay Request No. 5 in the amount of \$572,107.43, subject to payroll certification, motion was seconded by Ms. Klobas. Motion Passed.**
3. 2KG Contractors Change Orders No. 18 & No. 19, total amount of \$7,916.84, were recommended for approval by HBH Engineering & Mr. Tuckey, subject to IFA Approval. **A motion was made by Ms. Klobas to approve 2KG Contractors, Inc. Change Orders No. 18, \$3,975.57 and No. 19, \$3,941.27, motion was seconded by Mr. Newman. Motion Passed.**

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4. Mr. Henry requested that the Board formalize in a letter a request to IFA extending the deadline from June 30, 2017 to September 30, 2017, a verbal consent was given to HBH from IFA previously. Mr. Henry will draft the letter for the Chairman's signature. **A motion was made by Mr. Newman to request from IFA a three-month extension for the Phase II Improvements, motion was seconded by Ms. Klobas. Motion Passed.**
5. Advanced Excavating will submit a pay request next month when work is complete.
6. Gantt Charts-no update.
7. Rosenberg Water Rights to Baughman Creek have been submitted to Water Resources.

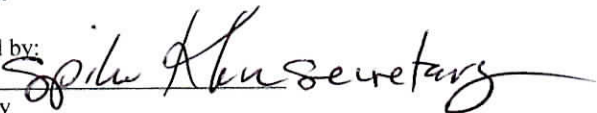
B. Oceanside Clean Water Subcommittee Update:

1. Mr. Newman has \$10,400 budget for the study of Short Creek Watershed, and has sent a request for an extension on the grant. The completion date of the study is planned for 9/30/17.
2. A circuit rider will assist in writing the grant form to request funding for the Coleman Creek feasibility study for the intake location, in relation to the new road the County plans to construct soon.
3. Discussion of fencing and gravel for the current intake location, fencing is included, but gravel is not in the Phase II Contract. The need to measure the overflow water on Coleman creek was discussed, HBH will determine the cost of installing a weir meter at the current intake location.

9. NEW BUSINESS:

- A. IFA Loan Advance No. 19, approximately in the amount of \$599,580.42 will be prepared by HBH after the completion of 2KG's pay request No. 5 payroll certification. **A motion was made by Ms. Klobas to authorize two Board Members to sign IFA Loan Advance No. 19, approximately in the amount of \$599,580.42, motion was seconded by Mr. Newman. Motion Passed.** Loan Advance No. 19 will be submitted to IFA after payment is made to 2KG Contractors, Inc.
 - B. Swayze Easement has been signed and returned to Albright Kittell, PC for completion.
 - C. Consumer Confidence Report has been completed by Mr. Newman, Mr. Ansorge and Mr. Tuckey for 2016 reporting. The report will be posted on our website, and a direct link will be sent to ONA, CNA, CHA, a copy of the direct link will be included on the next billing for the consumers. DHS will also be emailed a copy of the report, following with a mailed certification form.
 - D. Requiring Backflow Devices for water meters that are below the water table was discussed.
 - E. A plaque to recognized the foresight and dedication of Board Members who have been instrumental in the Improvements to the Water District will be tabled until the completion of the project.
10. **DISTRICT REPORT:** See attached.
 11. **OFFICE REPORT:** See attached.
 12. **CORRESPONDENCE:**
 13. **COMMISSIONER COMMENTS:**
 - A. The next Regular Board Meeting is set for June 20, 2017, in Oceanside. **Consensus agreed to the next meeting date.**
 - B. Mr. Ansorge agreed to sign checks on May 31, 2017.
 14. **Meeting Adjourned at 2:33 p.m., by a motion made by Ms. Klobas, and seconded by Mr. Ansorge. Motion Passed.**

Respectfully submitted by:


Spike Klobas, Secretary

Minutes taken by Julia Johnson, Office Manager