

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

November 21, 2017 Minutes

BOARD MEMBERS PRESENT:

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

STAFF PRESENT:

Alan Tuckey-Watermaster, Julie Johnson-Office Manager

1. **CALL TO ORDER:**

1:00 PM at the Cape Meares Community Center.

2. **APPROVAL OF AGENDA:**

Approval of the November 21, 2017 Board Meeting Agenda. **A motion was made by Mr. Neal to approve the agenda. Mr. Newman seconded the motion to approve the November 21, 2017 Board Meeting Agenda. Motion Passed.**

GUESTS: HBH Engineering-Mike Henry

3. **GUEST COMMENT:**

4. **APPROVAL OF MINUTES:**

The October 17, 2017 Regular Board Meeting Minutes. **A motion was made by Mr. Newman to approve the October 17, 2017 Regular Board Meeting Minutes, motion seconded by Mr. Ansoorge. Motion Passed.**

5. **REVIEW OF FINANCIAL STATEMENT:**

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

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

Accounts Payable from October 18, 2017 to November 21, 2017 were presented for Board Approval. **A motion was made by Mr. Ansoorge to approve the accounts payable from October 18, 2017 to November 21, 2017, motion seconded by Mr. Neal. Motion Passed.**

7. **ON-GOING BUSINESS:**

A. HBH Engineering-Mike Henry

1. 2KG Contractors, Pay Request No. 8 in the amount of \$128,346.37 was discussed for payment. Board expressed concern that the overhead door installation is unsafe, and needs to be corrected. Mr. Wheeler indicated we are seeking guidance on this matter from SDIS appointed attorneys, Cummins, Goodman, Denley & Vickers P.C. The Board has grave concerns over the malfunctioning of the overhead doors, one door has severely injured an employee and the other door appears to have the same problem. HBH will contact the door installer/manufacture and get back to the Board on the status of the garage door failures. Mr. Tuckey requested that the generator transfer switch for Short Creek be tested and a training session on operation be conducted before project close. Two LED lights have burned out in the OC Plant, Inland Electric has picked them up to replace, these have a one-year warranty. HBH will contact Inland to verify that the lights are the correct light/fixture combination for the application and to do the initial test on the generator switch. The level sensor on the Capes Reservoir needs to be replaced, as the sensor is not working accurately. HBH has received the Operation Manuals and as-builts, except for the backwash pond, from 2KG Contractors, Inc. HBH will give OWD two copies of these and retain one for their records.

OWD is holding back \$50,000 from the final pay request until it is determined what needs to be done to correct the safety issues concerning the doors. **A motion was made by Mr. Neal to approve a partial payment of \$78,346.37 on 2KG Contractors, Inc. Pay Request No. 8 in the amount of \$128,346.37 motion was seconded by Mr. Ansoorge to approve partial payment of \$78,346.37. Motion Passed.**

2. Time of transit test for the Cape Meares Plant will be completed by OWD staff with the help of Advanced Excavation placing a vault and conduit for approximately \$2,000.

B. Oceanside Clean Water Subcommittee Update:

1. Mr. Ansoorge, Mr. Newman, and Mr. Tuckey met with Tillamook County regarding the Cape Meares Loop Road relocation that is planned in the next one to four years. OWD and Tillamook County continue to work towards the safety of Coleman Creek Intake during this project. Mr. Newman is working with Civil West Engineers circuit rider, and have scored in the top tier for a \$20,000 grant to write the plan for the request for proposals.

9. NEW BUSINESS:

- A. Written bids and current samples for Water Management and Conservation Plans were requested from four Companies. OAWU was the only company responsive to the request. **A motion was made by Mr. Wheeler to accept OAWU bid in the amount of \$15,000 for writing Oceanside and Cape Meares WMCP, motion was seconded by Mr. Newman. Motion Passed.**
- B. Resolution 17-10 updated the new account fee and security deposit to correlate with the current monthly/quarterly rates of the property. **A motion was made by Mr. Ansoorge to adopt Resolution 17-10, motion was seconded by Mr. Neal. Motion Passed.**
- C. Resolution 17-11 updated the System Development Charges to the current cost of construction index as recommended in 2008 when SDC fees were last updated. **A motion was made by Mr. Neal to adopt Resolution 17-11, motion was seconded by Mr. Ansoorge. Mr. Newman abstained. Motion Passed.**

10. DISTRICT REPORT: See attached.

- A. Maxwell Mountain pressure tanks have been delivered, and are waiting to be installed by either staff or an outside plumber.

11. OFFICE REPORT: See attached.

12. CORRESPONDENCE:

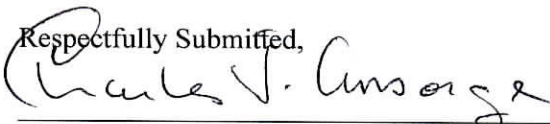
- A. Don Hahn counter offer on hookup fees was discussed by the Board. Board will respond to the request again waiving late fees and interest from the date the meter was turned off, requiring only annual payment for each year. A total of \$5,112 will be required for the reconnection of service if paid prior to 12/29/17.

13. COMMISSIONER COMMENTS:

- A. The next Regular Board Meeting is set for December 19, 2017, at the Oceanside Water Treatment Plant. **Consensus agreed to the next meeting date.**
- B. Mr. Wheeler and Mr. Neal agreed to sign checks on November 30, 2017.

14. A motion was made by Mr. Neal to adjourn the Regular Meeting at 4:09 p.m., motion was seconded by Mr. Ansoorge. Motion Passed.

Respectfully Submitted,



Charles Ansoorge, Vice-Chair/Treasurer

Minutes taken by Julia Johnson