

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

**October 18, 2016 Minutes**

**BOARD MEMBERS PRESENT:**

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

**STAFF PRESENT:**

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

1. **CALL TO ORDER:**

1:05 PM at the Oceanside Community Center.

2. **APPROVAL OF AGENDA:**

Approval of the October 18, 2016 Board Meeting Agenda, with the addition of 8.A.7, Engineering America Pay Request #4, 13.C., Whistleblower Policy, 13.D., December Meeting date. **A motion was made by Mr. Ansorge to approve the agenda for October 18, 2016 Board Meeting, with the addition of 8. A.7., 13.C., and 13.D., motion was seconded by Mr. Newman.**

*Motion Passed.*

3. **GUESTS:**

HBH Engineering-Mike Henry

4. **GUEST COMMENT: 8.A.**

5. **APPROVAL OF MINUTES:**

The September 20, 2016 Regular Board Meeting Minutes. **Motion by Mr. Garrigues to approve the September 20, 2016 Regular Board Meeting Minutes, motion seconded by Mr. Ansorge. Motion Passed.**

6. **REVIEW OF FINANCIAL STATEMENT:**

Financial Statements as of October 18, 2016. *Consensus was to approve the financial statements.*

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

Accounts Payable from September 20, 2016 thru October 18, 2016 were presented for Board Approval. **A motion was made by Mr. Ansorge to approve the accounts payable from to September 20, 2016 to October 19, 2016, motion seconded by Ms. Klobas. Motion Passed.**

8. **ON-GOING BUSINESS:**

A. HBH-Mike Henry

1. 2KG's schedule for the Water Treatment Plants was distributed to the Board Members and Staff. Short Creek in water work is complete, the hydraulics for the fish screen are not functioning until the electrical work is complete at this location. Grading at the Short Creek intake is complete, with additional rock (not in contract) put down to combat erosion. Coleman Creek piping has begun, and the future Cape Meares Treatment Plant site is undergoing work for the holding pond, and underground piping. 2KG is waiting on county permit for this site, and will determine later which treatment plant will be constructed first. HBH recommends starting with Cape Meares Plant to alleviate the pressure off the Oceanside Plant.
2. Piping Improvements for Camelot section of Oceanside and Cape Meares open for bids, a mandatory walk-thru has been scheduled for 11/3/16. Bids will be received until 2 p.m. on 11/10/16. The Engineer's estimate for this project is \$900,000. At the completion of this project nearly 2/3's of both Oceanside and Cape Meares piping will have been replaced. The PVC piping that is being installed has a life expectancy of 60-100 years, unless it is exposed to sunlight. This work is to be complete by May of 2017. Mr. Wheeler requested that an estimate of HBH's costs through both contracts before we address the bid.
3. Oceanside Reservoir is nearing completion and a check list has been prepared by HBH Engineering to prepare Engineering America, Inc. for the final inspection. Mr. Henry will be communicating with Tillamook County regarding the inspection of the rebar. A third-party certification of the rebar has

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approved by HBH Engineering. Plastic covers over the galvanized connections were not required in the contract, HBH & Mr. Tuckey feel they are not needed. Maxwell Mountain tank does not have these covers, and they show no corrosion.

4. Rosenberg Water Rights to Baughman Creek-The letter has been sent to Green Crow and we are awaiting their response.
5. Gantt Charts, no update.
6. Coleman Creek Diversion Point Location - A letter drafted by HBH to Liane Welch, Tillamook County Road Department, was given to the Board to review & approve.
7. Engineering America, Inc. Pay Request #4 in the amount of \$269,685.09 for materials used for the construction of the 200,000-gallon Reservoir was reviewed. Approval of Pay Request #4 is subject to approval of the certified payroll by IFA, and certification that the tank is ready to be filled. **A motion was made by Mr. Ansorge to approve Engineering America, Inc. Pay Request #4, in the amount of \$269,685.09, subject to certified payroll approval, and certification that the tank is ready to be filled, motion seconded by Mr. Newman. Motion Passed.**

B. Oceanside Clean Water Subcommittee Update-no update.

9. **NEW BUSINESS:**

- A. An emergency water outage procedure checklist will be put together by Mr. Ansorge and Mrs. Johnson, to establish a chain of command during an emergency water outage. Mr. Henry requested that he be notified in the event of a community water outage.
- B. **A motion was made by Mr. Ansorge to approve a \$500 spending limit for employee gift baskets, motion was seconded by Mr. Newman. Motion Passed.**

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

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

12. **CORRESPONDENCE:**

- A. CMCA culvert/slide situation was discussed with the conclusion being that 'Mother Nature' is working her course.
- B. CMCA next-door posts were discussed, with the recommendation that Mr. Ansorge identify himself as a Water Commissioner who is relaying information gathered from the Watermaster.

13. **COMMISSIONER COMMENTS:**

- A. The next Regular Board Meeting is set for November 15, 2016, at 1 p.m., in Cape Meares. **Consensus agreed to the meeting date.**
- B. Mr. Ansorge agreed to sign month end checks at this home on 10/31/16.
- C. A whistleblower policy will be put together listing the OWD Board Secretary as the contact person.
- D. The December Board meeting will be on December 13, 2016 1 p.m. in Oceanside.

14. **A motion was made by Mr. Garrigues to adjourn the October 18, 2016 Board Meeting at 3:37 p.m., motion was seconded by Ms. Klobas. Motion Passed.**

Respectfully submitted by:

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Charles Ansorge, Vice-Chair/Treasurer  
Minutes taken by Julia Johnson, Office Manager

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