

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

September 20, Minutes

BOARD MEMBERS PRESENT:

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

STAFF PRESENT:

David Nordman-Plant Operator, Julie Johnson-Office Manager.

1. **CALL TO ORDER:**

1:06 PM at the Cape Meares Community Center.

2. **APPROVAL OF AGENDA:**

Approval of the September 20, 2016 Board Meeting Agenda. **A motion was made by Mr. Ansonge to approve the agenda for September 20, 2016 Board Meeting, motion was seconded by Mr. Newman. Motion Passed.**

3. **GUESTS:**

Cape Meares Resident's-Chris Spence, Mike Neal, Robert Ollikainen
HBH Engineering-Mike Henry

4. **GUEST COMMENT:**

- A. Mr. Spence requested permission to do excavation work on Coleman Creek culvert and requests permission to access the culvert via Lot 600, owned by OWD. A License and Indemnity Agreement previously drafted will be amended to include the placement of spoils on Lot 600 at the risk of the Contractor/CMCA. See attached drafted agreement, presented to CMCA for their signature and approval of CMCA Board.
- B. **A motion was made by Mr. Wheeler to approve the issuance of the Indemnity Agreement, with the addition that CMCA assumes the responsibility of the placement of the spoils, motion seconded by Ms. Klobas. Motion Passed.**
- C. CMCA Donation was tabled until the November 15, 2016 Board Meeting.

5. **APPROVAL OF MINUTES:**

The August 16, 2016 Regular Board Meeting Minutes. **Motion by Mr. Newman to approve the August 16, 2016 Regular Board Meeting Minutes, motion seconded by Mr. Garrigues. Motion Passed.**

6. **REVIEW OF FINANCIAL STATEMENT:**

Financial Statements as of September 20, 2016. *Consensus was to approve the financial statements.*

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

Accounts Payable from August 16, 2016 thru September 20, 2016 were presented for Board Approval. **A motion was made by Mr. Ansonge to approve the accounts payable from August 16, 2016 to September 20, 2016, motion seconded by Ms. Klobas. Motion Passed.**

8. **ON-GOING BUSINESS:**

A. HBH-Mike Henry

- 1. Short Creek Intake work has been extended to September 30, 2016, due to the addition of a clean out pipe being added to a connecting pipe near the fish screen. There has been a delay in this addition as this is a custom made part that is being fabricated. 2KG Contractors will not add any additional cost to the project for this clean out. 2KG will be back on site September 26, 2016. The project is planned to have both Short Creek and Coleman Creek intakes complete first, then the piping at both treatment plants completed and ready for concrete work.
- 2. Infrastructure Improvement request for bids for Cape Meares and Camelot area in Oceanside have been submitted to IFA for approval, Mr. Henry is planning to go out for bid on these projects in the next few weeks.

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3. PUD line extension to the CM Treatment Plant will be bored 8' off the pavement in the right of way, a bid has been received from Advanced Excavating, a second bid will be required.
4. Oceanside Reservoir currently under construction by Engineering America, Inc. has poured concrete for the base of the tank, an inspection by the County was not made before the pour. HBH is waiting on an agreement to be made between HBH and Engineering America to accept responsibility for the foundation of the Reservoir. HBH is requiring a letter from Engineering America to accept the liability. HBH Engineer, Natalie Jennings, and Mike Henry did inspect the rebar before the concrete was poured and it met their satisfaction. HBH expects an approval from Engineering America, and expects resolution by the end of next week.
5. Rosenberg Water Rights have been further pursued by Mr. Tuckey and Mr. Newman, a letter to Mr. Crow, the current landowner, has been drafted for Board approval. **A motion was made by Mr. Garrigues to approve the letter requesting permission to obtain water rights to Baughman Creek, the original water source to Oceanside, motion was seconded by Mr. Ansoerge. Motion Passed.**
6. Gantt Charts, no update.

B. Oceanside Clean Water Subcommittee Update-Paul Newman, OWD

1. The Water Quality Grant for conducting an experiment testing the time transit of possible contaminants entering Short Creek Watershed and reaching the intake, requires a hydrologist to sign off on the project. Mr. Newman has consulted with a Mr. Hagerty, of OSU, who has performed the test a number of times. DEQ has also recommended notifying the Sheriff's Department of the test, in the case that passerby's notice any discoloration in the stream. Mr. Newman will continue to pursue Stimpson approval for the experiment.

9. NEW BUSINESS:

- A. The Cape Meares Loop Road Relocation was discussed during 8. A. 1., Mr. Newman requesting we discuss the point of diversion on Coleman Creek, and the risk of the road being above the Coleman Creek Watershed. OWD requested that HBH provide OWD with a checklist of items to consider in our further discussion with the County Road Department with the possible relocation of the diversion point if the road crosses in the Coleman Creek Watershed/Intake area. HBH will discuss this further in the next meeting.
- B. Best Practices Checklist for a 2% discount on SDIS Insurance was presented for Board review. **A motion was made by Mr. Ansoerge to approve the SDIS Best Practices Checklist as presented, motion was seconded by Mr. Newman. Motion Passed.**
- C. IFA Drawdown Request No. 13 was present by HBH, with the decision to withhold the Durbin Excavating Invoice for a later request. **A motion was made by Mr. Garrigues to approve Drawdown Request No. 13, in the amount of \$341,488.00, motion was seconded by Mr. Newman. Motion Passed.**
- D. Engineering America, Inc. Pay Request No. 3, in the amount of \$29,967.75 for August work, will be contingent upon HBH Engineering receiving the original certified payroll request. **A motion was made by Mr. Ansoerge to approve Engineering America Pay Request No. 3, in the amount of \$29,967.75, contingent upon receiving original certified payroll request for August 2016, motion seconded by Ms. Klobas. Motion Passed.** The Board also requested that Engineering America, Inc. be put on notice that no further advance would be made until the issues regarding the Reservoir slab have been resolved.

10. DISTRICT REPORT:

Mr. Nordman briefed the Board during 3. A. The urgency to attend to the Treatment Plant during the in-water-work being done at the Short Creek Intake, required him to be present at the Plant. Mr. Tuckey has been off on medical leave as of September 6, 2016, with the hopes to return to part-time/light duty in October.

11. OFFICE REPORT: Mrs. Johnson reviewed the attached report.

12. CORRESPONDENCE:

- A. Mr. Broadbent, is developing a lot on the corner of Maxwell/Cedar in Oceanside. He has extended the water line to his lot at the approximate cost of \$19,000, he is requesting that OWD waive the System Development &

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Connection Charges. Mr. Tuckey has drafted a letter of agreement to waive the SDC and Connection fee, in return, Mr. Broadbent would give OWD ownership of the new waterline. There is the possibility of five new connections off this waterline that Mr. Broadbent has extended to his lot. **A motion was made by Mr. Ansorge to waive the System Development Charge and Connection Fees for one residential home on Mr. Broadbent's lot 204, Mr. Garrigues seconded the motion. Motion Passed.**

13. **COMMISSIONER COMMENTS:**

- A. Mr. Garrigues discussed the easement issue on the Swayze property, and clarified that Mrs. Swayze cannot sign off the use of the road to other parties. This has been deemed a pathway, not a road. This right-of-way is with the Swayze property only.
- B. Ms. Klobas will not be present for the November Board Meeting, and requested that the Christmas Gift Baskets be put on the October agenda.
- C. The next Regular Board Meeting is set for October 18, 2016, at 1 p.m., in Oceanside. **Consensus agreed on the next meeting date.**
- D. Mr. Garrigues agreed to sign checks on September 30, 2016.

14. **A motion was made by Mr. Garrigues to adjourn the September 20, 2016 Board Meeting at 3:25 p.m., motion was seconded by Ms. Klobas. Motion Passed.**

Respectfully submitted by:


Spike Klobas, Secretary

Minutes taken by Julia Johnson, Office Manager