

Oceanside Water District  
P.O. Box 360  
Oceanside, OR 97134  
(503) 842-0370

August 18, 2015 Minutes

**BOARD MEMBERS PRESENT:**

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

**STAFF PRESENT:**

Alan Tuckey-Watermaster, Julie Johnson-Assistant Office Manager.

**1. CALL TO ORDER:**

1:07 PM at the Oceanside Community Center.

**2. APPROVAL OF AGENDA:**

**A motion was made by Ms. Klobas to approve the August 18, 2015 Agenda, seconded by Mr. Ansorge. Motion Passed.**

**3. GUESTS:** Mike Henry – HBH, Liane Welch – Till Co Road Dept., Kevin J. Gray – Western Federal Hwy, Jon Wickersham – N. Coast Land Conservancy, Meg Thompson – Oceanside Clean Water Sub-Committee, Members of the Community Present: Jim Long, Helena Fagan, Gary Beckerman (representing self & Jill Princehouse), Jon & Marjorie Hirsch, Veronica Peracchini.

**4. GUEST COMMENT:**

**A.** Liane Welch, Tillamook County Road Department, expressed the need to construct an alternative route to Cape Meares and Oceanside due to active landslides on both HWY 131 and Bay Ocean Road. Ms. Welch is working with, Kevin Gray, Western Federal HWY, to design an alternative route through existing logging roads to reconnect the two communities. The proposed route crosses through the Coleman Creek Watershed, and the County would like to hear concerns that the Commissioners may have and requests their approval of the project. Western Federal HWY will survey the area for cultural and historic facts, and also for wildlife and endangered species. The Environmental Review will require geo technical drilling, this will consist of drilling holes 100 feet deep, or until it hits bed rock, to determine the stability of the ground in this area. Environmental Assessments require public participation, Tillamook County will be responsible for public outreach. Discussion followed regarding the risk of vehicles traveling in close proximity to Coleman Creek, brush control, and keeping the road perpendicular to the creeks near the road. A request was made for detailed topography of the area where the road crosses through the watershed. At this time aerial and LIDAR mapping have been used to map the area due to the steep topography of the area. Ms. Welch to draft a pedestrian survey to allow archeologist from the University of Oregon to walk the Watershed in the proposed area of the road crossing. Mr. Tuckey will provide Mr. Gray with the OWD Master Plan. **Motion by Mr. Garrigues to approve access into Oceanside Water District Coleman Creek Watershed by Western Federal Highway to study the land for the proposed route, motion was seconded by Mr. Ansorge. Motion Passed.**

**B.** Meg Thompson, Oceanside Clean Water Sub-Committee, is working to protect the Short Creek Watershed that is currently providing water to both Cape Meares and Oceanside. Guest, Jon Wickersham, N. Coast Land Conservancy, was introduced by Ms. Thompson as a possible resource in the goal of obtaining ownership of the Short Creek Watershed. The N. Coast Land Conservancy has thirty years of experience in expanding State Parks and Wildlife Refuges from Lincoln City to Astoria. The donation based business currently has seven people on staff in their Seaside based office. The Ecologist's and Botanists on staff work together to protect the Oregon Coast forever through grants, reviewing documents, and land negotiations.

**C.** Helena Fagan, 5505 5<sup>th</sup> St. N.W., Cape Meares, presented her concerns about the Cape Meares Pump Station in her neighborhood. Ms. Fagan's home is adjacent to the Station that was installed in the right of way earlier this

year. The generator that runs the pump in the case of a power outage is tested every 28 days, at noon, by a set timer. The visual impact of the Station, and the diesel fumes that are sent out during the periodic testing is a cause of concern for Ms. Fagan, and she feels it may depreciate the value and access to her undeveloped lot next to her existing home. Discussion over the ways to muffle the sound, or moving the direction that the exhaust exits the building, resulted in Mr. Henry, HBH, looking into ways to move the now north facing muffler. The visual impact of the building was also discussed, Ms. Fagan didn't think a brick wall or fence around the station would improve the situation. Ms. Fagan will discuss with neighbors different landscaping options that could better disguise the building, and present the Board with a cost estimate.

**D.** Gary Beckerman, 1755 Rosenberg Loop, was present to represent himself and neighbor, Jill Princehouse, 1775 Rosenberg Loop. Ms. Princehouse sent a letter requesting the repaving of her street after the installation of the new waterline in their neighborhood. See attached letter. Ms. Welch, Tillamook County Road Department, described the type of paving that will be done in the neighborhood the first part of September. Attached is the formal response sent to Ms. Princehouse on August 19, 2015.

**5. APPROVAL OF MINUTES:**

**A.** The July 31, 2015 Regular Board Meeting Minutes – **Motion by Mr. Ansorge, seconded by Ms. Klobas to approve the July 31, 2015 Regular Board Meeting Minutes. Motion Passed.**

**6. REVIEW OF FINANCIAL STATEMENT:**

As of August 18, 2015. **Consensus to approve the Financial Statements as presented.**

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

July 14, 2015 thru August 18, 2015. **Motion by Mr. Ansorge, seconded by Mr. Newman to accept the accounts payable as presented. Motion Passed.**

**8. ON-GOING BUSINESS:**

**A.** HBH Update –

1. Mr. Henry presented a memorandum on the of the impact Coleman Creek Water Treatment Plant might have on the levels of Cape Meares Lake as a result of pulling water out of Coleman Creek. The study shows very little impact on the level of the Lake. Mr. Ansorge will post the analysis on the website after it has been reviewed.
2. A Project Status Report was handed out to the Board for review, the report shows that we are still within the projected Budget. Attached is a copy of the Report. Discussion followed over ways to keep within the Budget and keep the User Fees from rising. Additional piping will be left to the end of the Upgrades to allow for a one million dollar cushion. The need to keep the additional Reservoir in the budget has been established due to the fact that the Plant has been running at capacity this summer.
3. WesTech drawings are needed to complete the design of the filtration plants, HBH will obtain this information in the coming weeks. HBH is currently with working on where to house the generators that are required in the case of a power outage.
4. Electrical Engineer, Terry Nelson of CamTronics, is still working on the electrical designs for the Water Treatment Plants.
5. Mr. Wheeler suggested that the intakes and new water reservoir should be started now while the water levels are low during this drought. Mr. Henry will look into the timing for these projects. Mr. Tuckey discussed the weir he installed on Short Creek to measure the flow of the water this past month. Mr. Newman would like to see this more automated. Mr. Wheeler suggested a like devise, possibly stainless steel to be installed on Coleman Creek.
6. Coleman Creek spring development needs to be looked into to capture the water at the head of the stream.
7. Tillamook County has planned paving in Cape Meares on 4<sup>th</sup> Street to 12<sup>th</sup> Street in September. HBH to see what can be done to avoid cutting into the new pavement when distribution work starts up again in Cape Meares.
8. Rosenberg Water Rights – no update at this time.
9. A meeting was held on August 17, 2015 with Mr. Wheeler, Mr. Henry, and Mr. Tuckey to discuss the overall project. Mr. Wheeler discussed the changes he would like to see in the billing.

10. IFA requires that the project be complete by November 2016, Mr. Henry feels that an extension may be needed and has had an informal discussion with IFA about an extension, and including the retaining wall and building addition in the loan package.
11. Bids for both Water Treatment Plants and the Camelot Pump Station will need to be obtained once the drawings are complete. This is estimated to be around November 2015.
12. IFA Draw Down Request #8 which includes Pay Request #3 from Earth Works was presented in the amount of \$173,858. Earth Works had also submitted Pay Request #4, HBH has returned this to Earth Works for corrections. The Board is requesting that in the future the contractor's pay for HBH's time spent redoing the pay requests if there are errors. The Board requested that more communication be put into the weekly report, as to what HBH is presently working on.

**A motion was made by Mr. Ansorge to approve IFA Draw Down Request #8 in the amount of \$173,858, motion was seconded by Mr. Newman. *Motion Passed.***

**A motion was made by Mr. Ansorge to approve Earth Works Excavating Pay Request #4, subject to HBH Engineering certifying the document, in the amount of \$83,009.19, motion was seconded by Mr. Newman. *Motion Passed.***

**A motion was made by Mr. Ansorge to approve Earth Works Excavating Pay Request #3, subject to HBH Engineering certifying the document, in the amount of \$92,188, motion was seconded by Ms. Klobas. *Motion Passed.***

**B. Oceanside Clean Water Subcommittee – Paul Newman**

The second weekend in September has been set to conduct the dye test with Stimson Lumber. This dye will turn the creek a slightly yellow color during the period of time it takes the dye to travel through the Short Creek Watershed. Mr. Tuckey will close the intake to the Treatment Plant during this time. York Johnson, DEQ, will be donating some equipment that will be used during this test. The other equipment needed will cost around \$700, to buy would cost around \$3,000. Discussion followed over whether the cost of buying this equipment would be covered in the grant. Mr. Newman thought that it would be an expense that could be included in the \$10,000 grant.

**C. OWD-Oregon.org – Charles Ansorge**

1. Mr. Ansorge is maintaining close observation on the security, and on the interest our website has generated since the time he created the site nearly year ago. The approved and signed Board Meeting Minutes will be posted on the site in the future by staff with Mr. Ansorge's assistance. The memorandum on Coleman Creek Water Treatment Plant's impact on Cape Meares Lake will be posted on the site for the public to review.

**A motion to publish the Cape Meares Lake charted study on the OWD website was made by Mr. Ansorge, seconded by Ms. Klobas. *Motion Passed.***

**9. NEW BUSINESS:**

- A. Customer's without a customer shutoff valve will be given the opportunity to have OWD staff install a customer valve at the time of a new meter installations at the cost of \$75, if it is a standard installation with no modifications needed to the existing plumbing. **A motion was made by Mr. Newman to install, at the cost of \$75 to the customer, customer shutoff valves at the time of installing new radio meters if no modifications need to be made on the existing plumbing, motion was seconded by Ms. Klobas. *Motion Passed.***

**10. DISTRICT REPORT:** Mr. Tuckey reviewed the attached report.

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

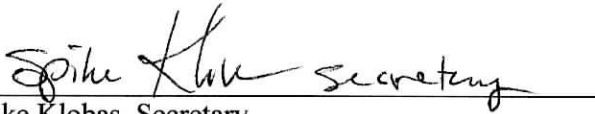
**12. CORRESPONDENCE:**

**13. COMMISSIONER COMMENTS:**

- A. Mr. Ansorge reviewed the hits on the website in lists of popularity, payments and fees being at the top.
- B. The next Regular Board Meeting is set for September 15, 2015, at the Cape Meares Community Club.  
***Consensus agreed on the next meeting date.***
- C. Mr. Garrigues will not be able to sign checks on August 31, 2015, and suggested signing them 8/28/15. Ms. Klobas was contacted after the meeting and agreed to sign the checks on 8/31/15.
- D. Mr. Newman will be contacted to sign checks on September 30, 2015.

14. At 5:00 p.m. the Board went into Executive Session to review Mr. Tuckey's Employment Contract. Executive was adjourned at 5:15 p.m.
15. The Regular Board Meeting was reconvened at 5:17 p.m. A motion was made by Mr. Ansorge to approve **Mr. Tuckey salary increase effective August 1, 2015, seconded by Mr. Newman. *Motion Passed.***  
A motion was made by Ms. Klobas to approve a 3% increase in Mr. Tuckey's hourly wage, and a \$1,000 bonus, seconded by Mr. Newman. *Motion Passed.*
16. The Regular Board Meeting was adjourned at 5:19 p.m.

Respectfully submitted by:

 *Spike Klobas Secretary*

Spike Klobas, Secretary

Minutes taken by Julia Johnson, Assistant Office Manager