

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

**July 18, 2023**  
**Minutes**

**HELD IN PERSON AT THE BARBARA BENNETT COMMUNITY CENTER IN CAPE MEARES**

**BOARD MEMBERS PRESENT:**

Henry Wheeler, Chairman, Charles Ansonge-Vice Chair/Treasurer, Spike Klobas-Secretary, Paul Newman, Norm Passmore.

**STAFF PRESENT:**

Julia Johnson-Office Manager  
Christian Anderson-Plant Manager  
David Nordman-District Manager

**GUEST:** James Cameron, Cape Meares Resident

1. **CALL TO ORDER: 1:08 PM**
2. **APPROVAL OF AGENDA:**
  - A. Approval of the July 18, 2023, Board Meeting Agenda. **A motion was made by Mr. Newman to approve the July 18, 2023, Board Meeting Agenda, with the addition of the Audit Engagement approval, and moving Mr. Nordman to the front of the meeting, motion seconded by Mr. Ansonge. Motion Passed.**
  - B. David Nordman address the board about the financial issues he was learning about in his quest for long term disability coverage.
3. **APPROVAL OF MINUTES:**
  - A. June 20, 2023, Regular Board Meeting Minutes. **A motion was made by Mr. Passmore approve June 20, 2023, Regular Board Meeting Minutes, the motion was seconded by Mr. Newman. Motion Passed.**
4. **REVIEW OF FINANCIAL STATEMENT:**

Financial Statements as of July 18, 2023. *The consensus was to approve the financial statements.*
5. **REVIEW & APPROVE OF ACCOUNTS PAYABLE:**

Accounts payable from June 21, 2023, through July 18, 2023, were presented for Board Approval. **A motion was made by Mr. Ansonge to approve the accounts payable from June 21, 2023, through July 18, 2023, motion was seconded by Mr. Passmore. Motion Passed.**
6. **ON-GOING BUSINESS:**
  - A. The Cape Meares Loop Bypass Road was discussed, due to be completed by November 2023.
  - B. Cyber Security: Gill Davis, Tillamook Computer will be meeting on July 19, 2023, with Mr. Newman and Mr. Ansonge, and Mr. Anderson at the Water Treatment Plant. Activity is currently focused on upgrading the SCADA software and the underlying operating system.
  - C. Water Flow Measurement: Mr. Anderson will discuss with Plant Operators who can take on flow entries for Short Creek. Mr. Ansonge will take over posting graphs on website.
  - D. Safety Committee: PPE (Personal Protection Equipment) was discussed.
  - E. Job to do List, Plant Manager: Mr. Anderson reviewed list, answering Board questions.
    1. **Mr. Ansonge made a motion to approve \$35,000 approximately to hire a contractor to do the cleaning and examination of all reservoirs and to clean the Short Creek intake, Ms. Klobas seconded the motion. Motion Passed.**
    2. **Ms. Klobas made a motion to approve approximately \$1,200 to purchase security for Short Creek with a monthly cost of \$80, Mr. Wheeler seconded the motion. Motion Passed.**

3. **Mr. Wheeler made a motion to approve the purchase of a Vac Trailer, a device that uses water pressure and a vacuum system to expedite excavation of pipes and valves. The cost will be \$58,000, Mr. Ansorge seconded the motion. *Motion Passed.***
7. **NEW BUSINESS:**
  - A. **A motion was made by Mr. Wheeler to accept the Audit Engagement Letter with SingerLewak for 2022-2023, in the amount of \$18,700, Mr. Ansorge seconded the motion. *Motion Passed.***  
**motion seconded by Mr. Ansorge. *Motion passed.***
8. **DISTRICT REPORT:** See attached.
9. **OFFICE REPORT:** See attached.
10. **CORRESPONDENCE:** None.
11. **COMMISSIONER COMMENTS:**
  - A. August 15, 2023, Board Meeting will be held at an in-person meeting at the Cape Meares at 1 p.m.
  - B. June 30, 2023, Mr. Wheeler, and Mr. Passmore agreed to sign checks.
12. **Meeting recessed for Executive Session at 3:28 p.m.**
13. **Executive Session called to order at 3:29 p.m. Adjourned at 3:52 p.m.**
14. **Regular Meeting called back to session at 3:53 p.m.**
  - A. Employee compensation was reviewed and recommended compensation changes were noted in personnel files with unanimous Board approval.
15. **Regular Meeting was adjourned at 3:56 p.m.**

Respectfully Submitted,  
Spike Klobas, Secretary  
Minutes taken by Julia Johnson

*Spike Klobas, Secretary*