

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

**July 19, 2016 Minutes**

**BOARD MEMBERS PRESENT:**

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

**STAFF PRESENT:**

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

**1. CALL TO ORDER:**

1:03 PM at the Cape Meares Community Center.

**2. APPROVAL OF AGENDA:**

Approval of the July 19, 2016 Board Meeting Agenda. **A motion was made by Mr. Ansorge to approve the agenda for July 19, 2016 Board Meeting, motion was seconded by Mr. Newman. Motion Passed.**

**3. GUESTS:** Mike Henry & Jason McGibbon, of HBH Engineering.

**4. GUEST COMMENT:** See 8. A. On-Going Business.

**5. APPROVAL OF MINUTES:**

A. The June 21, 2016 Regular Board Meeting Minutes. **Motion by Mr. Garrigues to approve the June 21, 2016 Regular Board Meeting Minutes, motion seconded by Ms. Klobas. Motion Passed.**

**6. REVIEW OF FINANCIAL STATEMENT:**

Financial Statements as of July 19, 2016. *Consensus was to approve the financial statements.*

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

Accounts Payable from June 21, 2016 to July 19, 2016 were presented for Board Approval. **A motion was made by Mr. Ansorge to approve the accounts payable from June 21, 2016 to July 19, 2016, motion seconded by Mr. Newman. Motion Passed.**

**8. ON-GOING BUSINESS:**

A. HBH-Mike Henry

1. Water Treatment Plant(s), Intakes, and Pump Stations mandatory pre-bid meeting was held at the Oceanside Water Treatment Plant at 10 a.m. July 19, 2016, ten prime contractors were present for the walk-thru. HBH Engineering has worked with eight out of the ten contractors on previous projects, and were happy with the turn out. HBH made it clear at the meeting that in-water work on the Short Creek intake would need to be complete by the September deadline. Mr. Henry feels there may be a few clarification statements that will need to be added, these can be added to the RFP up to the night before the bid opening. Addendums to the bid packet require a five-day notice to the contractors, Mr. Henry does not see at this time the need for any addendums. The question of accessing the closed road was brought up by contractors at the meeting, as work will be taking place on each side of the slide zone. Mr. Tuckey will talk with the Tillamook County Road Department to see if this access will be available to the contractor who is awarded the bid. A power line extension will be needed to provide power to the Cape Meares Water Treatment Plant, as the service line ends down by Cape Meares Lake. Tillamook PUD would like to run an underground line up to the Plant, instead of an aerial line. There is a migratory bird law for this area, as well as the question of tree ownership, aerial lines would require tree removal. HBH plans to do a walk thru with Tillamook PUD to establish a point of service. Cost estimate for an aerial line is \$20,000, to bore in conduit \$30,000. **A motion was made by Mr. Wheeler to allow Mr. Henry, HBH, to reach an agreement with Tillamook PUD to establish a point of service for the Cape Meares Water Treatment Plants power source, motion seconded by Mr. Ansorge. Motion Passed.**

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2. The bid opening for the Oceanside/Cape Meares Water Treatment Plants, Coleman Creek and Short Creek Intakes, and the pump station located on Castle Drive & at Short Creek will be held at the Oceanside Community Club on July 28, 2016 at 11 a.m. bids will be opened at 2 p.m. The Regular Board Meeting will be continued at 3:30 p.m. to review the bids received.  
Mr. Henry has discussed the project deadline with IFA, and has reached a verbal extension to 7/17/17.
3. Mr. Wheeler notified HBH that the current wait time to extend the Charter Internet service, from its current location on Cape Meares Loop Road to the Oceanside Water Treatment Plant, is approximately six months. HBH will contact Charter Communications to establish an installation date. The Booster Pump at Cape Meares would have telemetry and a line of site to the Cape Meares Treatment Plant for communication.
4. Rosenberg Water Rights-A letter has been drafted by Mr. Tuckey requesting the transfer of water rights from Doug Rosenberg to Oceanside Water District for Baughman Creek, which was the original water source for the Oceanside Community. This will be an emergency backup in the case of further erosion in the Short Creek Watershed. The letter will be sent to the landholder, Green Crow, after a contact person is established from the forester that Mr. Tuckey has been in contact with previously.

**B. Oceanside Clean Water Subcommittee Update-Paul Newman**

Stimson has notified to Mr. Newman that the time of transient Rhodamine test, he has proposed to do this summer in Short Creek, has been declined. They would require a hydrologist and DEQ to sign off before giving the matter further consideration. This test is to determine the amount of time it would take possible contaminants to reach the intake when forest practices require roadside spraying. OWD would like to close the intake to the water treatment plant during the known time contaminants could be in the water source. Roadside herbicide spraying is planned to be applied on the roadways inside the Short Creek Watershed in the summer of 2017. Mr. Newman will continue working on this matter.

**9. NEW BUSINESS:**

- A. Cape Meares Loop Road is currently closed to the public due to a slow moving landslide that has affected the area for many years, and has recently increased in movement over the past five years. Tillamook County Road Department has allowed OWD and the local fire department access to the closed road for continued access to both Cape Meares and Oceanside. At this time, they are looking into alternant routes through this zone to reopen the road to the public. The road passes through the Coleman Creek Watershed and the site of the new intake for Cape Meares water source. OWD discussed the need to protect our watershed from any possible contaminates that may be produced by public access. Mr. Garrigues, who is a member of the County Road Advisory Committee, stated that Ms. Welch is being very protective of our watershed. Further plans on the routes through the watershed will be observed closely by members of the OWD Board to ensure safe drinking water for our customers.
- B. Mr. Wheeler requested that a motion be made ratifying our existing slate of directors for the OWD Board of Commissioners. Mr. Henry Wheeler, Chairman, Mr. Charles Ansoorge Vice-Chair/Treasurer, Ms. Spike Klobas, Secretary, Mr. Bob Garrigues, Commissioner, Mr. Paul Newman, Commissioner. **A motion was made by Mr. Garrigues to ratify the existing slate of directory for the Oceanside Water District, motion seconded by Mr. Newman. Motion Passed.**

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

- A. The pump installed at the Oceanside Plant has once again failed to operate as it should, Pump Tech is to remove the pump and fix it, putting us back on the smaller pumps temporarily. Due to the increase in water

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use during the summer months the fix has been postponed. Mr. Tuckey is to clarify the warranty with Pump Tech by requesting a letter of warranty extension.

- B. The pump station on Castle Drive, the Capes Booster Pump, that is to be upgraded during the next project does not include an outlet for a generator that may be required during an emergency situation. Mr. Wheeler requested that an addendum, or change order to include this outlet be planned for the upcoming project.
- C. Cape Meares Pump Station generator ran for more than two hours on Saturday, July 15, 2016 before OWD was notified of a problem by Ms. Klobas. Pump Tec was out to the site on 7/19/16, one pump has faulted out, one pump is still working causing the emergency backup generator to be activated. The problem is still in the process of being resolved. The purchase of a muffler for this station has been approved by the Board, a quote was brought to the meeting by Mr. Tuckey. **A motion was made by Mr. Wheeler to approve the purchase of a new muffler for the Cape Meares Pump Station in the amount of \$1,300, and to authorize Mr. Tuckey to hire Burden's Muffler Company to install, motion seconded by Mr. Ansorge. Motion Passed.**
- D. A quote form Dr. Roof for the Maxwell Mountain Storage Shed, and the existing roof on the Oceanside Water Treatment Plant was presented by Mr. Tuckey. The Board requested that a second bid be presented at the continued Board Meeting on July 28, 2016.

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

**12. CORRESPONDENCE:**

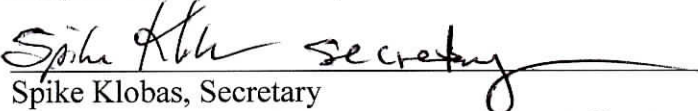
- A. The Board inquired on the Coleman Creek culvert issue that was brought to the Board, by Mr. Chris Spence of Cape Meares, in a previous Board Meeting. Mr. Spence will observe the culvert during the low season to see if there is debris caught inside that could be removed.

**13. COMMISSIONER COMMENTS:**

- A. The July 19, 2016, Board Meeting will be continued to 3:30 p.m. on July 28, 2016, at the Oceanside Community Center. Mr. Ansorge will not be present.  
**Consensus agreed on the next meeting date.**
- B. Mr. Newman agreed to sign checks on July 31, 2016 at Mr. Wheeler's home.

**14. A motion was made by Mr. Garrigues to table the July 19, 2016 Board Meeting at 3:24 p.m., motion was seconded by Ms. Klobas. Motion Passed.**

Respectfully submitted by:

 *Spike Klobas* Secretary

Spike Klobas, Secretary

Minutes taken by Julia Johnson, Assistant Office Manager