

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

**July 20, 2021, Minutes**

**BOARD MEMBERS PRESENT** at 2270 Cape Meares Loop RD. W. Tillamook, OR 97141  
Henry Wheeler-Chairman, Charles Ansorge-Vice Chair/Treasurer, Spike Klobas-Secretary, Bruce Mitchell, Paul Newman.

**STAFF PRESENT:**

David Nordman-District Manager.  
Julia Johnson by Conference Call.

1. **CALL TO ORDER:**

1:00 p.m.

2. **APPROVAL OF AGENDA:**

Approval of the July 20, 2021, Board Meeting Agenda. **A motion was made by Mr. Ansorge to approve the July 20, 2021, with the deletion of Board Action after line 15. Mr. Mitchell seconded the motion. Motion Passed.**

3. **GUESTS:** None.

4. **APPROVAL OF MINUTES:**

A. The June 15, 2021, Regular Board Meeting Minutes. **A motion was made by Mr. Newman to approve the June 15, 2021, Regular Board Meeting Minutes, motion seconded by Mr. Ansorge. Motion Passed.**

5. **REVIEW OF FINANCIAL STATEMENT:**

Financial Statements as of July 20, 2021. *Consensus was to approve the financial statements.*

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

Accounts Payable from June 16, 2021, thru July 20, 2021, were presented for Board Approval. **A motion was made by Mr. Ansorge to approve the accounts payable from June 16, 2021, thru July 20, 2021, motion seconded by Ms. Klobas. Motion Passed.**

7. **ON-GOING BUSINESS:**

- A. Cape Meares Loop Bypass Road, Easement documents have been finalized and a payment of \$3,920 has been received from the County. David Nordman indicated he thought the project was close to being put out to bid.
- B. Mask policy for non-vaccinated employees is in place when working with the public. Safety sanctions and tape will be purchased to cordon off work site so employees can do field work without masks.
- C. Water Source discussion for Short Creek, Coleman Creek, and Baughman Creek. A portable flow meter has been purchased to measure flows daily at each source. David will try to graph flow for multiple years. An article on our Short Creek Herbicide Study was in the most recent publication of H2Oregon.
- D. Safety Committee met to review heat exposure safety during the summer months.
- E. District On-going projects were listed and attached to the District Report.

8. **NEW BUSINESS:**

A. None.

9. **DISTRICT REPORT:** See attached. In addition, David will ask Tillamook Computers to provide us with a Cyber Security Agreement setting forth the duties they will be performing, the frequency of such tasks and method of reporting. David also indicated he has been asked to attend a monthly lunch meeting of the CEOs of Netarts Water, Netarts Oceanside Fire and NOSD. A board member of each entity will also be asked to attend. Mr. Newman volunteered to attend the first meeting.

10. **OFFICE REPORT:** See attached.

11. **CORRESPONDENCE:** None

12. **COMMISSIONER COMMENTS:**

A. August 17, 2021, Board Meeting will be held at 1 p.m. at Cape Meares Community Hall.

13. **Break for Executive Session at 3:06 p.m.**

14. **Call Executive Session to order at 3:06 p.m.**

A. The Board reviewed employee performance and compensation.

B. Succession planning for the District Managers Position was also discussed.

15. **Adjourned Executive Session at 3:35 p.m.**

16. **Resume Regular Meeting at 3:35 p.m.**

17. **Review Employee performance and compensation.**

A. The Board after discussing employee performance and compensation in executive session, put forth a motion to approve the new pay scale as set from in the employee records for July 2021, and approve bonuses as set forth therein. **There was a second on the motion, a vote was called for and approved with no opposition. Motion Passed.**

18. **Board meeting was adjourned at 3:39 on a motion put forth by Henry Wheeler and Spike Klobas, Motioned Approved.**

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

