

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

**May 16, 2023**  
**Minutes**

**BOARD MEMBERS PRESENT VIA CONFERENCE CALL:**

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

**STAFF PRESENT:**

Julia Johnson-Office Manager  
Christian Anderson-Plant Manager

1. **CALL TO ORDER: 2:47 PM**  
**GUEST:** Gil Davis-Tillamook Computers.
2. **APPROVAL OF AGENDA:**  
Approval of the May 16, 2023, Board Meeting Agenda. **A motion was made by Mr. Newman to approve the May 16, 2023, Board Meeting Agenda, motion seconded by Ms. Klobas. Motion Passed.**
3. **GUEST:**
4. **APPROVAL OF MINUTES:**
  - A. April 18, 2023, Regular Board Meeting Minutes. **A motion was made by Mr. Ansorge to approve April 18, 2023, Regular Board Meeting Minutes, the motion was seconded by Ms. Klobas. Motion Passed.**
5. **REVIEW OF FINANCIAL STATEMENT:**  
Financial Statements as of May 16, 2023. *The consensus was to approve the financial statements.*
6. **REVIEW & APPROVE OF ACCOUNTS PAYABLE:**  
Accounts payable from April 19, 2023, through May 16, 2023, were presented for Board Approval. **A motion was made by Mr. Ansorge to approve the accounts payable from April 19, 2023, through May 16, 2023, motion was seconded by Mr. Newman. Motion Passed.**
7. **ON-GOING BUSINESS.**
  - A. The Cape Meares Loop Bypass Road was discussed, and Christian Anderson will have David Nordman work with the Federal Highway contractor to clarify requirements and permitting for the water line crossing.
  - B. Cyber Security: Gill Davis, Tillamook Computer discussed SCADA security and software requirements. The Board discussed a plan with Mr. Davis for upgrades for Plant software. Westech and Camtronic will need to be contacted. Much work still needs to be done before upgrading the operating software to assure that remote telemetry will still communicate with the SCADA system.
  - C. Water Flow Measurement: Mr. Anderson will provide this information later; he was unable to gather all the information before today's meeting. Mr. Ansorge and Mr. Anderson will meet tomorrow to work out a method to make sure the information is reported monthly and posted to the OWD website.
  - D. Safety Committee: Summer Heat, Hydration during a heat warning.
  - E. Job to do List, Plant Manager: Mr. Anderson reviewed list, answering Board questions. **A motion was made by Mr. Wheeler to authorize Mr. Anderson to purchase up to \$12,000 for the compressor replacement at the Cape Meares Plant and seek an adjustment for the still crated compressor in storage, Mr. Ansorge seconded the motion. Motion Passed.**
  - F. Open Job position: Executive Session. (See item 15A below)
  - G. Water Right Discussion: We were to have a final draft of the Coleman Creek agreement by today, our May meeting but due to unforeseen additional requests by the court resulting in delays in response to our draft settlement from the OWRD, this has been postponed until June.

8. **NEW BUSINESS:**

- A. Mr. Nordman will have the Consumer Confidence Report ready for distribution by the time the June bills are mailed to the customers, meeting the July 1<sup>st</sup> deadline

9. **DISTRICT REPORT:** See attached.

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

11. **CORRESPONDENCE:** None.

12. **COMMISSIONER COMMENTS:**

- A. June 20, 2023, Board Meeting will be held at an in person meeting at the Oceanside Plant at 1 p.m.

- B. May 16, 2023, checks to be signed by Mr. Wheeler and Mr. Ansoerge.

- C. May 31, 2023, Mr. Wheeler, and Mr. Newman agreed to sign checks.

- D. Mr. Newman requested that the next meeting be held face to face. Provisions will be made for phone in participation if necessary. The suggestion was approved. As there are some issues at present with telecommunications at the Cape Meares Hall, the meeting will be held at the Oceanside Plant

13. **Regular Session was recessed at 4:19 p.m., for Executive Session, Ms. Klobas made a motion to recess, Mr. Ansoerge seconded the motion. Motion Passed.**

14. Executive Session was called to order at 4:20 p.m.

- A. Discussed personnel matters.

15. Executive Session concluded at 5:53 p.m., Regular Session resumed at 5:53 p.m.

- A. The board made a decision to hire Mr. Walter Nordman as a new plant operator hire and recommended financial recognition of a job well done by Mr. Christian Anderson, who has recently assumed the role of plant manager. Detailed information is in the personnel files

16. **Mr. Ansoerge made a motion to adjourn the meeting at 5:56 p.m., and Mr. Newman seconded the motion. Motion Passed.**

Respectfully Submitted,

Spike Klobas, Board Secretary

Minutes taken by Julia Johnson

*Spike Klobas*