

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

November 17, 2015 Minutes
Cape Meares, OR

BOARD MEMBERS PRESENT:

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

STAFF PRESENT:

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

1. CALL TO ORDER:

1:03 PM at the Cape Meares Community Center.

2. APPROVAL OF AGENDA:

Approval of the November 17, 2015 Board Meeting agenda, with the addition of 8.G. New Business-Purchase of a laptop. **A motion was made by Mr. Ansorge to approve the agenda for November 17, 2015, with the addition of 8.G. Purchase of a laptop, motion was seconded by Ms. Klobas. Motion Passed.**

3. GUESTS: None. Meg Thompson was scheduled to be present to discuss the NCLC.

A. Mr. Newman spoke briefly about Short Creek and Coleman Creek and North Coast Land Conservancy. NCLC could provide a blueprint on how to manage the forestland within the Watershed if OWD were to obtain ownership of the watershed(s). This research done by NCLC would be funded through the use of grant dollars. NCLC would provide answers to whether the land could be added to the U.S. National Park, and begin a dialog with U.S. Fish and Wildlife. Mr. Newman is requesting a letter of support from OWD, ONA, and the Cape Meares Community.

A motion was made by Mr. Ansorge to approve Mr. Newman drafting a letter to North Coast Land Conservancy to be signed by the Chairman. Motion was seconded by Ms. Klobas. Motion Passed.

A motion was made by Mr. Ansorge for Mr. Newman to generate a letter to the U.S. Forest Service to begin a dialog regarding public/private ownership of the watershed(s). Motion was seconded by Ms. Klobas. Motion Passed.

B. Oceanside Clean Water Sub-Committee: Mr. Newman discussed the dye experiment conducted in September 2015 on Short Creek. The experiment shows that it could take days for water to travel down through the watershed and reach the intake. At the point of reaching the intake possible contaminants, if any, may be very diluted. A POSIS filter(s) rotated through the creek for several days after herbicides are known to be sprayed in the watershed, could gather information over a period of time. The membrane(s) could be removed and tested over a series of days to see what contaminants, if any, reached the holding pond on Short Creek. The cost of each membrane for the POSIS Filter is \$600-\$700. Mr. Newman has had discussions with York Johnson, DEQ, and Lisa Phipps, Tillamook Estuary Partnership (TEP), on the experiment he is conducting. Ms. Phipps is to call DEQ in regards to using the DEQ lab to process the results of this test, this would be a 20-25% savings for OWD on lab costs. Mr. Tuckey suggested only testing the water that was actually pumped up to the filter plant, as much of the water in the holding pond goes over the waterfall at Short Beach. Discussion followed over the need to test the water over a period of time, rather than periodic testing of the water at the plant. Mr. Newman is requesting that the intake be turned off as soon as herbicides are known to be sprayed in the watershed. Plant Operators believe the Plant can be turned off 2-3 days before it will need to be turned back on to refill the Reservoirs, if there are no fire emergencies or high demands placed on the system. This test will be conducted during the dry season, which is also during the summer break, which means more users will be consuming the water. The ability to keep the intake closed for this period of time will be difficult, as the results from the POSIS membranes will not be back from the lab in this time period.

4. APPROVAL OF MINUTES:

- A. The October 20, 2015 Regular Board Meeting Minutes - **Motion by Mr. Ansorge, seconded by Ms. Klobas to approve the September 15, 2015 Regular Board Meeting Minutes. Motion Passed.**

5. REVIEW OF FINANCIAL STATEMENT:

Financial Statements as of November 17, 2015. *Consensus was to approve the financial statements.*

6. REVIEW & APPROVE OF ACCOUNTS PAYABLE:

Accounts Payable from October 20, 2015 to November 17, 2015 were presented for Board Approval. **A motion was made by Ms. Klobas to approve the accounts payable from October 20, 2015 to November 17, 2015 motion seconded by Mr. Ansorge. Motion Passed.**

7. ON-GOING BUSINESS: To be continued at the December Board Meeting.

- A. OWD-Oregon.org – Charles Ansorge reported that the Cape Meares Pump Station clock had not been reset after the time change, resulting in the pump running at 11 a.m. vs the known 12 p.m. time every four weeks. The pump muffler needs to be rotated to help reduce the noise level in the neighborhood, Mr. Tuckey will be able to do this with the help of Mr. Nordman.

8. NEW BUSINESS:

- A. Earth Works Change Orders #7-#17 were reviewed by Mr. Tuckey and Board, the Change Orders were received from HBH on November 16, 2015 at 7 p.m. Chair requested that the Watermaster review the change orders and advise the Board on approval. Change orders #8,9,10,11,13 & 15 were approved by Mr. Tuckey and presented to the Board for approval. Change Orders #7, 12, 14, 16, & 17 need to be reviewed and discussed further with HBH Engineering. **A motion was made by Mr. Ansorge to approve Earth Works Change Orders #8, 9, 10, 11, 13, & 15, motion was seconded by Mr. Newman. Motion Passed.**

- B. Tillamook County Amendment to the Intergovernmental Agreement was brought before the Board for signature and approval, this agreement is for \$15,176 reimbursement to OWD for paving done in Oceanside during the recent Infrastructure upgrades.

A motion was made by Mr. Newman to sign the Intergovernmental Agreement with Tillamook County Commissioners to reimburse OWD for paving in the amount of \$15,176, motion was seconded by Mr. Ansorge. Motion Passed.

- C. Ratify the amount of the IFA Draw Down Request #10 to \$398,636, this reflects the corrections made to the first approved Request. The original Request included the paving costs that were to be reimbursed by the County. **A motion was made by Mr. Ansorge to ratify IFA Draw Down Request #10 in the amount of \$398,636, motion was seconded by Ms. Klobas. Motion Passed.**

- D. SDIS Best and Better Practices checklist was brought before the Board for ratification, this provides OWD with a 2% discount on insurance. **A motion was made by Mr. Ansorge to ratify the SDIS Checklist, motion was seconded by Ms. Klobas. Motion Passed.**

- E. **A motion was made by Mr. Ansorge to allow Ms. Klobas \$500 to purchase Holiday Gift Baskets for Employee's, motion was seconded by Mr. Newman. Motion Passed.**

- F. Credit card fees need to be increased as requested by MuniBilling from \$2.49 to \$4.99, with a \$2,000 limit for each transaction. This change will be made at the first of the year, to allow time to notify the customers. A note will be put on the January postcard statements.

- G. A laptop for the Assistant Office Manager to use at home for hours worked away from the office was discussed. **A motion was made by Mr. Ansorge to allow up to \$1,000 for the purchase of a laptop to be used by the Assistant Office Manager, motion was seconded by Mr. Newman. Motion Passed.**

9. DISTRICT REPORT: Mr. Nordman reviewed the attached report.

10. OFFICE REPORT: Mrs. Johnson reviewed the attached report.

11. CORRESPONDENCE: None

12. COMMISSIONER COMMENTS:

- A. Mr. Ansorge indicated the Cape Meares Community would like to donate the rhododendrons presently planted at the Cape Meares Community Club to be transplanted to the Cape Meares Pump Station. Community members will assist in the planting of the shrubs near Ms. Fagan's property and the Pump

Station.

B. The next Board Meeting is set for December 15, 2015, at the Oceanside Community Center.

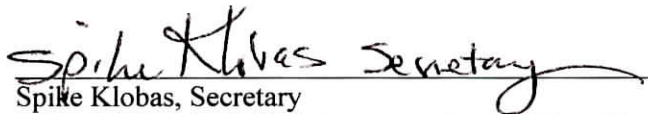
Consensus agreed on the next meeting date.

C. Ms. Klobas agreed to sign checks on November 30, 2015.

D. The need for Backflow Devices to be installed in Cape Meares flood lands was discussed.

13. The Regular Meeting was adjourned at 3:08 p.m. **Motion made by Mr. Ansorge, motion was seconded by Mr. Newman. Motion passed.**

Respectfully submitted by:

Spike Klobas, Secretary

Minutes taken by Julia Johnson, Assistant Office Manager