



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

October 15, 2024 Minutes
Held at the OWD Treatment Plant, Oceanside, Oregon

BOARD MEMBERS PRESENT:

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

STAFF PRESENT:

Christian Anderson, Plant Manager, Mark Anderson-Office Management Trainee.

1. CALL TO ORDER: 1:02 PM

2. APPROVAL OF AGENDA:

Approval of the October 15, 2024, Board Meeting Agenda **Motion by Mr. Ansoerge to approve 10/15/2024 Board Meeting Agenda. Ms. Klobas second. Motion Passed**

3. GUESTS PRESENT:

4. APPROVAL OF PREVIOUS MINUTES:

September 17, 2024, Regular Board Meeting Minutes. **A motion was made by Mr. Ansoerge to approve September 17, 2024, Regular Board Meeting Minutes; the motion was seconded by Ms. Klobas. Motion Passed.**

5. DISTRICT REPORT: See attached memo from treatment plant presented by Christian Anderson.

- A. Water Flow Measurements.
- B. Safety Committee Report.
- C. Clearwell Overflow Project Status.
- D. Large Expenses for this and next month
- E. Project to do list.

6. OFFICE REPORT: See attached office update presented by Mark Anderson and Julia Johnson. Review of invoices over \$5,000.

7. REVIEW OF FINANCIAL STATEMENT:

Financial Statements as of September 6, 2024. Consensus approved the financial statements.

8. REVIEW & APPROVE OF ACCOUNTS PAYABLE:

Financial Statements as of October 13, 2024 were presented, except for the transaction list. The remaining statements were approved by consensus. The remaining October 2024 Financials were approved by consensus. The corrected October 2024 transactions will be submitted and approved at the upcoming meeting in November.

9. ON-GOING BUSINESS:

- A. OWD Website update status presented by Charles Ansoerge. Gil Davis of Tillamook Computers has upgraded the OWD website and a preliminary test against the ADA requirements shows that we are at the 99% compatible level

- B. Inter Village Emergency Water System Tie-Status Update presented by Paul Newman. The proposal written by Civil West for a \$20,000 pre-proposal writing grant has been submitted.
- C. Cell Phone Tower construction presented by Paul Newman. Civil West Engineering will visit the site to confirm the cell phone tower transmission will provide no interference with operations at the Cape Tank Storage Lot.
- D. Accounting/Bookkeeping. The accounting firm of Aldrich Advisors of Lake Oswego Oregon, has been selected for our new financial firm. A letter of engagement was first approved by our legal firm of Cable Huston, approved by the Board, and then signed by the Chairman. The process of transitioning our financial activities to Aldrich has begun and is expected to be complete by Dec 31, 2024.
- E. Insurance- Corey Bush who is with our new insurance agency, Hudson Insurance of Tillamook, has visited with the staff, and presented the insurance coverage options that are available to us for review. The next opportunity to make changes in our coverage will be July 1, 2025 and so in the meantime, the staff and the board will review and discuss the options, present them to the Board, and pending Board approval the Health Care coverage choices will be ready by next June's Board meeting.

10. **NEW BUSINESS: None**

11. **CORRESPONDENCE: None**

12. **COMMISSIONER COMMENTS:**

- A. The next meeting will be November 19, 2024 and will be held at the Barbara Bennett Community Center in Cape Meares at 1 p.m.
- B. Mr. Newman and Mr. Ansoerge agreed to sign checks on September 27, 2024.

13. **EXECUTIVE SESSION: PER ORS (2)(i) AND 192.660(8).**

14. **Motion by Ms. Klobas to adjourn the Regular Meeting at 3:38 p.m., Mr. Ansoerge second.**
Motion Passed.

Respectfully Submitted,
Spike Klobas, Secretary

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Minutes taken by Mark Anderson