



Oceanside Water District Regular Board Meeting

P.O. Box 360 Oceanside, OR 97134

(503) 842-0370 owd-oregon.org

August 19, 2025 Minutes

Oceanside Water Treatment Plant

Board Members Present: Paul Newman (Chairman), Charles Ansorge (Vice Chair/Treasurer), Spike Klobas (Secretary), Pam Zielinski

Staff Present: Christian Anderson (District Manager), Amber Sprague (Office Manager), via Zoom
Dennis Johnson (Aldrich Advisors)

1. CALL TO ORDER: 1:00pm
2. APPROVAL OF AGENDA: **A motion was made by Mr. Ansorge to approve July 15, 2025 Board Meeting Agenda. Ms. Zielinski seconded the motion. Motion Passed unanimously.**
3. GUESTS PRESENT: Chris Grant, Oceanside Resident and potential Board Candidate
4. APPROVAL OF PREVIOUS MINUTES:
 - a. July 15, 2025 Board Meeting Minutes. **A motion was made by Ms. Zielinski to approve July 15, 2025 Regular Board Meeting Minutes. Mr. Ansorge seconded the motion. Motion Passed unanimously.**
 - b. May 14, 2025 Budget Committee Meeting Minutes. **A motion was made by Mr. Ansorge to approve May 14, 2025 Budget Committee Meeting Minutes. Ms. Klobas seconded the motion. Motion Passed unanimously.**
5. REVIEW OF FINANCIAL STATEMENTS: Quick update provided by Dennis Johnson of Aldrich Advisors to provide. **Board consensus approved financial statements.**
6. REVIEW OF ACCOUNTS PAYABLE: Accounts Payable from July 16, 2025 through August 15, 2025 was presented to the Board for approval. **A motion was made by Mr. Ansorge to accept Accounts Payable from July 16, 2025 to August 15, 2025. Ms. Zielinski seconded the motion. Motion Passed unanimously.**
7. DISTRICT REPORT: Memo from Treatment Plant by Christian Anderson, District Manager
 - a. Water Flow Measurements:
 - i. Oceanside Area Daily Average: 83,895 gal/day
 - ii. Cape Meares Area Daily Average: 27,525 gal/day

	Gallons Consumed in July 2025	Gallons Consumed in July 2024	Gallons Sold in July 2025	Gallons Sold in July 2024
Oceanside	1,947,477	2,549,374	1,837,791	2,315,906
The Capes HOA	521,247		493,428	
Total	2,428,724	2,549,374	2,331,219	2,315,906
Cape Meares	804,646	833,245	662,901	740,033
	% Change Consumed 2024 - 2025	% Change Sold 2024 - 2025	OS % Water Loss July 2025	CM % Water Loss July 2025
	OS: -4.73% CM: -3.43%	OS: +0.66% CM: -10.42%	3.97%	17.60%

- b. Treatment: Keeping up with peak water demand. Changing the configuration of internet network caused two central control panels to lose communications to all our reservoirs in Oceanside. Without the reservoir level data, the system cannot run automatically. Had to run manually for six days until tech from automation group (TAG) was able to address. TAG has back up files for future.
- c. Distribution: Water loss is still high in Cape Meares, however, we have found a significant leak. It is on Bayocean Rd near 12th street.

- d. Stimson is currently logging a plot in proximity to the Short Creek watershed. Site visit with Stimson went incredibly well. Learned a lot and am confident they are taking every precaution to protect our water system.
 - e. Coleman Creek Flow: How many more residents can the creek sustain? Sufficient for the summer though it might be tight toward end of September.
8. OFFICE REPORT: Memo from Business Office presented by Amber Sprague, Office Manager.
- a. AutoPay update due to switch in merchant vendors
 - i. Many customers did not complete update and were past due. Notified all about the potential past due charges and many completed the update.
 - b. Audit/Procedures
 - i. SingerLewak gathered documents week of August 4th. Updated Procedure Memos with Aldrich Advisors clarifying our roles and responsibilities. Identified a few areas that have been missed in the transition from past Office Manager to Aldrich Advisors and current office structure.
9. ON-GOING BUSINESS:
- a. Status of Retirement Account Changeover from Nationwide to T. Rowe Price (Mr. Newman)
 - i. Almost to the point of T. Rowe Price contacting employees to invest.
 - ii. Letter sent to Nationwide to liquify and transfer. No news yet.
 - b. Cell Phone Tower construction (Mr. Newman & Ms. Zielinski)
 - i. Oceanside Water District is no longer involved in the transaction; however, parties have agreed upon price. Still working on the contract details.
 - c. 2025 Financial Audit
 - i. SingerLewak is in the process of gathering documents. The fieldwork portion of the Audit will take place the week of September 8th.
10. NEW BUSINESS:
- a. Proposal to upgrade Internet System for OWD Office (P. Newman/Gil Davis)
 - i. Currently the office and SCADA are on the same broadband. Proposal to split the broadband. ***Proposal tabled until next meeting.***
 - b. System Development Charges (P. Zielinski)
 - i. New zoning regulations allowing for multiple units. Propose incentive fee waivers/discounts to garner new revenue. ***Proposal tabled until next meeting.***
11. CORRESPONDENCE: none
12. COMMISSIONERS COMMENTS:
- a. Next Board Meeting: September 16, 2025 at 1pm at the Barbara Bennett Community Center in Cape Meares
 - b. Mr. Newman and Ms. Klobas will approve payments for September 2025 through Bill.com
13. EXECUTIVE SESSION needed: PER ORS 162.660(2)(i) AND 192.660(8). Entered at 4:01pm and concluded by 4:04pm
14. ADJOURN MEETING. **A motion was made by Ms. Zielinski to adjourn the Regular Board Meeting at 4:05pm. Mr. Ansorge seconded the motion. *Motion Passed unanimously.***

Respectfully Submitted,

Spike Klobas, Secretary
Minutes taken by Amber Sprague