

## Oceanside Water District Regular Board Meeting

P.O. Box 360 Oceanside, OR 97134  
(503) 842-0370 owd-oregon.org

### September 16, 2025 Minutes

Barbara Bennett Community Center in Cape Meare

**Board Members Present:** Paul Newman (Chairman), Spike Klobas (Secretary), Pam Zielinski

**Absent:** Charles Ansorge (Vice Chair/Treasurer)

**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: Additions to agenda in new Business: Internet Security membership. **A motion was made by Ms. Zielinski to approve September 16, 2025 Board Meeting Agenda with the addition. Ms. Klobas seconded the motion. Motion Passed unanimously.**
3. GUESTS PRESENT: Chris Grant, Oceanside Resident and Board of Commissioners Candidate
4. APPROVAL OF PREVIOUS MINUTES: August 19, 2025 Board Meeting Minutes. **A motion was made by Ms. Zielinski to approve August 19, 2025 Regular Board Meeting Minutes. Ms. Klobas seconded the motion. Motion Passed unanimously.**
5. APPROVAL AND SWEARING IN OF NEW BOARD COMMISSIONER, CHRIS GRANT: Chris Grant, read and signed the Oath of Office for Board Commissioners. **A motion was made by Ms. Klobas to appoint Chris Grant as Board Commissioner, Position #3. Ms. Zielinski seconded the motion. Motion Passed unanimously.**
6. REVIEW OF FINANCIAL STATEMENTS: Quick review of financial statements provided by Dennis Johnson of Aldrich Advisors. **Board consensus approved financial statements.**
7. REVIEW OF ACCOUNTS PAYABLE: Accounts Payable from August 16, 2025 through September 12, 2025 was presented to the Board for acceptance. **A motion was made by Ms. Zielinski to accept Accounts Payable from August 16, 2025 to September 12, 2025. Mr. Grant seconded the motion. Motion Passed unanimously.**
8. DISTRICT REPORT: Memo from Treatment Plant by Christian Anderson, District Manager
  - a. Water Flow Measurements:
    - i. Oceanside Area Daily Average: 87,369 gal/day
    - ii. Cape Meares Area Daily Average: 29,138 gal/day

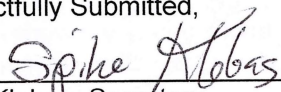
	Gallons Consumed in August 2025	Gallons Consumed in August 2024	Gallons Sold in August 2025	Gallons Sold in August 2024
Oceanside	1,943,248	N/A	1,843,832	
The Capes HOA	537,214	N/A	507,314	
Total	2,480,462	2,384,373	2,351,146	2,236,472
Cape Meares	858,365	751,910	712,284	687,543
	% Change Consumed 2024 - 2025	% Change Sold 2024 - 2025	OS % Water Loss Aug 2025	CM % Water Loss Aug 2025
	OS: +4.03% CM: +14.16%	OS: +5.13% CM: +3.60%	5.21%	15.45%

- b. Treatment: With increase in rain, the raw water quality will change in terms of sediment content, thus the District is implementing an adjustment in treatment practices.
- c. Distribution: Fixed a big leak in Cape Meares (A worn out seal on 6-inch PVC mainline feeding all of Cape Meares). During the repair process, unfortunately we were unable to follow all of OHA OARs for a clean leak repair. As a result, a Boil Water Advisory was issued until testing confirmed no bacteria present.



- d. Emergency Communications OWD has established a working relationship with Tillamook County Emergency Management and Everbridge-Nixle Emergency Alert Management system. Next bill will include instructions on how to sign up for alerts.
  - e. Employee Training and Certification Plant Operators Walter Nordman and Philip Weaver. will attend a certification review class for the Level 2 Treatment exams. Once they have passed their exams, each of the District's 3 operators will be qualified to run the treatment plants.
9. OFFICE REPORT: Memo from Business Office presented by Amber Sprague, Office Manager.
- a. Provided updates on yearly financial audit by SingerLewak, adjustments to communication procedures, and the status of new water connections and past due accounts.
10. ON-GOING BUSINESS:
- a. Status of Retirement Account Changeover from Nationwide to T. Rowe Price (Mr. Newman)
    - i. OWD notifying participants about transition including terminated employees. December 2<sup>nd</sup> is the blackout date with December 12<sup>th</sup> funds will be wired to T. Rowe Price.
  - b. Cell Phone Tower construction (Mr. Newman & Ms. Zielinski)
    - i. Oceanside Water District is no longer involved in the transaction; however, it is rumored that the two key parties have agreed upon price. Still working on the contract details.
  - c. 2025 Financial Audit
    - i. Fieldwork week went smoothly as reported by Dennis Johnson of Aldrich Advisors and Amber Sprague, OWD Office Manager.
  - d. Aflac Insurance Payment transition
    - i. OWD has clarified that Aflac coverage or withholdings is not a part of the District's benefit package for employees. Monthly premiums will be paid by the employees themselves independently of the District
11. NEW BUSINESS:
- a. Proposal to upgrade Internet System for OWD Office (P. Newman/Gil Davis).
    - i. The proposal mainly describes the intent to split the broadband into two distinct systems, separating the office and SCADA. **A motion was made by Mr. Newman to approve the proposal to upgrade the internet system. Mr. Grant seconded the motion. Motion Passed unanimously.**
  - b. Proposal to adjust MS-ISAC membership (Internet Security).
    - i. The membership model is being adjusted due to changes in government funding. Annual membership is \$995 by October 1<sup>st</sup>. **A motion was made by Ms. Zielinski to approve the proposal to upgrade the internet system. Mr. Grant seconded the motion. Motion Passed unanimously.**
  - c. Tree Removal to create 30ft fire buffer around Cape Meares water treatment plant.
    - i. Received one tree removal quote for \$3,000 from Tillamook Tree Service. The Board requested one or two more quotes prior to making decision.
12. CORRESPONDENCE: none
13. COMMISSIONERS COMMENTS:
- a. Next Board Meeting: October 21, 2025 at 1pm at the Oceanside Water Treatment Plant in Oceanside
  - b. Ms. Zielinski and Mr. Grant will approve payments for October 2025 through Bill.com
14. EXECUTIVE SESSION not needed: PER ORS 162.660(2)(i) AND 192.660(8).
15. ADJOURN MEETING. **A motion was made by Ms. Klobas to adjourn the Regular Board Meeting at 3:21pm. Ms. Zielinski seconded the motion. Motion Passed unanimously.**

Respectfully Submitted,

  
Spike Klobas, Secretary

Minutes taken by Amber Sprague