



OCEANSIDE WATER DISTRICT

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October 21, 2025 Minutes

Oceanside Water Treatment Plant, 2270 Cape Meares Loop Rd

Board Members Present: Paul Newman (Chairman), Spike Klobas (Secretary), Pam Zielinski, Chris Grant, and via Zoom Charles Ansoorge (Vice Chair/Treasurer)

Staff Present: Walter Nordman and Philip Weaver (Plant Operators), Amber Sprague (Office Manager), via Zoom Dennis Johnson and Amber Garcia (Aldrich Advisors)

1. CALL TO ORDER. 1:02
2. APPROVAL OF AGENDA: Additions to agenda following #5 New Business Review Water User Fees, acknowledgement of David Nordman's resignation. **A motion was made by Ms. Zielinski to approve October 21, 2025 Board Meeting Agenda with the addition. Mr. Grant seconded the motion. Motion Passed unanimously.**
3. GUESTS PRESENT: Matthew Kaye, Oceanside Business Owner; Dennis Widmer, General Contractor for Matthew Kaye; David Nordman, previous OWD Manager
4. APPROVAL OF PREVIOUS MINUTES: September 16, 2025 Board Meeting Minutes. **A motion was made by Ms. Zielinski to approve September 16, 2025 Regular Board Meeting Minutes. Mr. Grant seconded the motion. Motion Passed unanimously.**
5. NEW BUSINESS, part one:
 - a. Review Water User Fee for Restaurants, particularly for new restaurant, Willy's of Oceanside. (P. Newman, A. Sprague, Matthew Kaye)
 - i. With the development of a new restaurant in Oceanside, the water rates are being reviewed. It was discovered that current water rates are modeled after Netarts-Oceanside Water District fee structure. This occurred when NOSD was doing OWD's accounting pre-2015. In addition to a restaurant's increased water usage, the fee structure considers the additional waste treatment needed for waste from a restaurant that served alcohol compared to an average single-family residence.
 - ii. Following a review of restaurant water usage data within the District, Amber Sprague (Office Manager) and Christian Anderson (District Manager) propose a resolution restructuring the restaurant water rates to three times a single-family resident rate with an annual water usage review for possible adjustments.
 - iii. Mr. Kaye informed the Board of his new restaurant's small size and planned seasonally opening to emphasize the discrepancy between the amount of water to be used and the current restaurant water rate he must pay.
 - iv. **The Board tabled the review of water user fees for restaurants and will vote on the resolution at the November 2025 Board Meeting.**
 - b. Long-time OWD employee and former District Manager, David Nordman issued his formal resignation from the District, to the Board.
6. REVIEW OF FINANCIAL STATEMENTS: Quarterly presentation of financial statements by Dennis Johnson of Aldrich Advisors. **Board consensus approved financial statements.**
7. REVIEW OF ACCOUNTS PAYABLE: Accounts Payable from September 13, 2025, through October 16, 2025 was presented to the Board for acceptance. **A motion was made by Ms. Zielinski to accept Accounts Payable from September 13, 2025 to October 16, 2025. Ms. Klobas seconded the motion. Motion Passed unanimously.**
8. DISTRICT REPORT: Memo from Treatment Plant. (P. Weaver, W. Nordman)

a. Water Flow Measurements:

- i. Oceanside Area Daily Average: 58,751 gal/day
- ii. Cape Meares Area Daily Average: 17,500 gal/day

	Gallons Consumed in September 2025	Gallons Consumed in September 2024	Gallons Sold in September 2025	Gallons Sold in September 2024
Oceanside	1,264,962	1,763,428	1,438,349	1,642,848
The Capes HOA	392,315	No Data	N/A	No Data
Total	1,657,277	1,763,428	1,438,349	1,642,848
Cape Meares	461,906	551,278	398,791	473,079
	% Change Consumed 2024 - 2025	% Change Sold 2024 - 2025	OS % Water Loss Sept 2025	CM % Water Loss Sept 2025
	OS: -6.02% CM: -16.2%	OS: 12.5 % CM: -15.7%	10.17%	13.66%

- b. Treatment: With increased rain, seeing fluctuations in Chlorine Residuals in reservoirs, which is expected. Adjusting ratios, pumping speed, and cleaning to maintain efficiency and quality.
- c. Distribution: Synthetic Organic Carbon (SOC) test performed, awaiting results. Available to the public at youwater.oregon.gov. Planned Capes Reservoir drain to improve water quality; continue every 6 months. Looking into the DWSRF Small Systems Equipment Assistant grant to fund leak detection equipment for Cape Meares.
- d. Safety Committee Report: Flagger certification completed for all plant employees.
- e. Tree Removal at Cape Meares Treatment Plant: The Board reviewed quotes from Zink Solutions, Walker's Contract Cutting, and Tillamook Tree Service. **A motion was made by Mr. Grant to approve Zink Solutions' bid for tree removal at Cape Meares Treatment Plant. Ms. Zielinski seconded the motion. Motion Passed unanimously.**
- f. Miscellaneous: Plant operators taking their next certification exam in November. The District Manager is attending the fall Water Operator conference.

9. OFFICE REPORT: Memo from Business Office. (A. Sprague)

- a. Leak Adjustment Application from M. Westerdahl presented and reviewed. **A motion was made by Ms. Klobas to approve a leak adjustment in accordance with OWD Ordinance for M. Westerdahl. Ms. Zielinski seconded the motion. Motion Passed unanimously.**
- b. FitchTech Solutions application for credit account. FitchTech Solutions performed repairs on OWD truck. Credit account would ease operations and billing. **A motion was made by Ms. Zielinski to approve a credit account application with FitchTech Solutions. Mr. Grant seconded the motion. Motion Passed unanimously.**
- c. Memo: Holiday List formalized as edits have been made to OWD Policy Manual. **A motion was made by Ms. Zielinski to approve the updated Holiday List in the OWD Policy Manual. Mr. Grant seconded the motion. Motion Passed unanimously.**

10. ON-GOING BUSINESS: (Board Discussions and/or Actions)

- a. Status of the transition from Nationwide to T. Rowe Price. (P. Newman)
 - i. December 18th the Black Out Period will close and funds will be transferred to T. Rowe Price.
- b. Cell Phone Tower construction (P. Newman, P. Zielinski)
 - i. Removing from future agendas as OWD is not engaging in the project any longer.
- c. 2025 Financial Audit. Status of ongoing interactions with Singer Lewak. (P. R. Newman,

Dennis Johnson)

- i. SingerLewak is reviewing documentation and drafting the Audit Report. Draft should be available very soon.
- d. Status of internet upgrade for separation of communication and data systems. (Gil Davis)
 - i. Separation of office and treatment plant has occurred and appears to be operating well. Office computers now operate at or above 300MB and the system control software is now operating independently.
 - ii. Looking for alternative sources of funding for SCADA Windows upgrade; we do not meet criteria for grant with the State.
- 11. NEW BUSINESS, continued: (Board Discussions and/or Actions)
 - a. SDC Incentive Program in partnership with NOSD (P. Zielinski)
 - i. Goal: to increase development by temporarily reducing or removing SDC.
 - ii. Ms. Zielinski connected with NOSD manager. Manager will share with NOSD Board.
 - iii. County reported no increased interest in development since new zoning laws were passed in July.
 - b. Report on SDAO Training, part one (P. Zielinski)
 - i. District Authorities and Protections
 - ii. Public Meeting ORS 192.620 to 690 reviewed including administration and monitoring of the Ethics Commission.
- 12. CORRESPONDENCE: none
- 13. COMMISSIONERS COMMENTS:
 - a. Next Board Meeting: November 18, 2025, to be held at 1pm at the Barabara Bennett Community Center in Cape Meares
 - b. BOARD MEMBERS Spike Klobas and Paul Newman will approve payments for the month of November 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 4:28pm. Mr. Grant seconded the motion. *Motion Passed unanimously.***

Respectfully Submitted,



Spike Klobas, Secretary
Minutes taken by Amber Sprague