

OCEANSIDE WATER DISTRICT
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December 16, 2025 Minutes
Oceanside Water Treatment Plant

Board Members Present: Paul Newman (Chairman), Spike Klobas (Secretary), Pam Zielinski, Chris Grant via Zoom 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: Change of order, New Business with Cheryl Spellman to present after approval of previous minutes. **A motion was made by Ms. Zielinski to approve December 16, 2025 Board Meeting Agenda as amended. Ms. Klobas seconded the motion. Motion Passed unanimously.**
3. GUESTS PRESENT: Cheryl Spellman, Hudson Insurance
4. APPROVAL OF PREVIOUS MINUTES: November 18, 2025 Board Meeting Minutes. **A motion was made by Ms. Zielinski to approve November 18, 2025 Regular Board Meeting Minutes. Ms. Klobas seconded the motion. Motion Passed unanimously.**
5. NEW BUSINESS:
 - a. Presentation of renewed Insurance Plan (C. Spellman): A 12% rate increase to be expected for reinsurance in general; however, our district reinsurance rate increase was only 6.8%. No property changes and our appraisal in 2024 is valid for 5 years. Reviewed Special Districts coverage changes.
6. REVIEW OF FINANCIAL STATEMENTS: Presentation of financial statements by Dennis Johnson of Aldrich Advisors. **Board consensus approved financial statements.**
7. REVIEW OF ACCOUNTS PAYABLE: Accounts Payable from November 14, 2025, through December 12, 2025 was presented to the Board for acceptance. **A motion was made by Ms. Zielinski to accept Accounts Payable from November 14, 2025 to December 12, 2025. Mr. Grant seconded the motion. Motion Passed unanimously.**
8. DISTRICT REPORT: Memo from Treatment Plant. (Christian Anderson)
 - a. Water Flow Measurements: Oceanside Area Daily Average: 45,704gal/day, Cape Meares Area Daily Average: 14,292 gal/day

	Gallons Consumed in November 2025	Gallons Consumed in November 2024	Gallons Sold in November 2025	Gallons Sold in November 2024
Oceanside	1,007,857	873,655	855,329	943,489
The Capes HOA	219,528	184,832	189,214	154,484
Total	1,227,385	1,058,487	1,044,543	1,097,973
Cape Meares	423,153	526,118	310,102	419,493
	% Change Consumed 2024 - 2025	% Change Sold 2024 - 2025	OS % Water Loss Nov 2025	CM % Water Loss Nov 2025
	OS: 15.96% CM: -19.57%	OS: -4.87% CM: -26.08%	12.98%	19.90%

- b. Treatment: Had to suspend plant operations because of rain intake. Now cleared and back to

normal operations.

- c. Distribution: 5th St. Booster Pump Station in Cape Meares is having faulting issues during power outages.
- d. Miscellaneous: Walter and Philip will be taking their exams on Thursday, the 18th.

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

- a. Updated on Delinquent Accounts and Payment Plan Progress

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

- a. Status of the transition from Nationwide to T. Rowe Price. (P. Newman)
 - i. On December 18th the Black Out Period will close, and funds will be transferred to T. Rowe Price, and all accounts will be accessible online.
 - ii. In January, OWD will move funds from the Iron Fiduciary plan to TLP for employees.
- b. 2025 Financial Audit with Singer Lewak. (P. Newman, Dennis Johnson)
 - i. The audit is complete; Plan of Action response regarding inventory to be sent to State of Oregon before January 2, 2026.
- c. SDC Incentive Program, possibly with NOSD (P. Zielinski)
 - i. Reviewed NOSD response, tabled further discussion
- d. Progress on grant application to update SCADA software (C. Anderson, C. Grant)
 - i. Have been awarded \$2,500; the vendor, The Automation Group is looking at what could be purchase with \$5,000.00

11. NEW BUSINESS, continued: (Board Discussions and/or Actions)

- a. System Development Charge for Restaurants (A. Sprague, P. Newman)
 - i. Requires further information- looking into methodology report
- b. Resolution 25-07 Annual SDC Increase **A motion was made by Ms. Klobas to approve Resolution 25-07 Annual SDC Increase. Mr. Newman seconded the motion. Motion Passed unanimously.**
- c. Review of Marie Mills Contract for janitorial services **A motion was made by Ms. Klobas to approve the Marie Mills contract of \$2,138 annually for janitorial services. Ms. Zielinski seconded the motion. Motion Passed unanimously.**
- d. Letter of Recommendation for Oceanside Action Partnership Tire Trail Improvement reviewed. **Board consensus approved the Letter of Recommendation.**

12. CORRESPONDENCE: none

13. COMMISSIONERS COMMENTS:

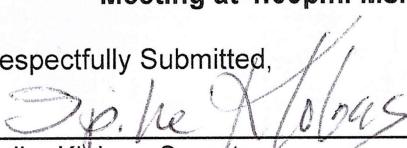
- a. Next Board Meeting: January 20, 2026, to be held at 1pm at The Barbara Bennett Community Hall, 5690 4th N.W. in Cape Meares
- b. BOARD MEMBERS Pam Zielinski and Spike Klobas will approve payments for the month of January 2026 through Bill.com

14. EXECUTIVE SESSION needed: PER ORS 162.660(2)(i) AND 192.660(8).

- a. **A motion was made by Ms. Zielinski to enter Executive Session. Ms. Klobas seconded the motion. The Board Commissioners entered Executive Session at 3:56pm.**
- b. Reviewed salaries and bonuses. Bonus amounts confirmed.

15. ADJOURN MEETING **A motion was made by Ms. Zielinski to adjourn the Regular Board Meeting at 4:00pm. Ms. Klobas seconded the motion. Motion Passed unanimously.**

Respectfully Submitted,



Spike Klobas, Secretary

Minutes taken by Amber Sprague