

OCEANSIDE WATER DISTRICT
 PO Box 360, Oceanside, OR 97134
 (503) 842-0370
office@owd-oregon.org
owd-oregon.org

April 21, 2026 Minutes
 Oceanside Treatment Plant, 2270 Cape Meares Loop Rd

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

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

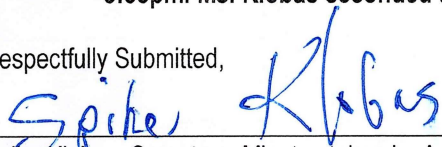
Guests Present: none

1. CALL TO ORDER. 1:12pm
2. APPROVAL OF AGENDA: Corrections to the agenda: 1) New Business item to be postponed: Corey Bush will present insurance options at the May Board Meeting. 2.) On-Going Business change: the Budget Process update will be presented by Mr. Grant, not Mr. Newman. 3.) New Business Addition: upcoming audit with Singer Lewak. 4.) New Business Addition: Office Manager Replacement. **A motion was made by Ms. Zielinski to approve April 21, 2026 Board Meeting Agenda with four corrections described above. Mr. Grant seconded the motion. Motion Passed unanimously.**
3. APPROVAL OF PREVIOUS MINUTES: March 17, 2026, Board Meeting Minutes. **A motion was made by Ms. Zielinski to approve March 17, 2026, Regular Board Meeting Minutes. Ms. Klobas seconded the motion. Motion Passed unanimously.**
4. REVIEW OF FINANCIAL STATEMENTS: Financial statements compiled by Aldrich Advisors. **No action is required on the financial report. It will be filed for audit.**
 Items discussed as financial statements were reviewed:
 - a. On-track to make debt payment in December and meet debt covenant of always having one amount of payment on hand.
 - b. Add line item: Cape Meares Emergency Water Distribution Plan in FY 27-28 budget
 - c. Work truck is 20 years old.
 - d. Customer curb-side Radio meters 10 year life span is coming up. Plan to replace within the next 2-3 years. Total cost: \$179,000
5. REVIEW OF ACCOUNTS PAYABLE: Accounts Payable from March 14, 2026, through April 15, 2026, was presented to the Board for acceptance. **A motion was made by Ms. Zielinski to accept Accounts Payable from March 14, 2026, to April 15, 2026. Ms. Klobas seconded the motion. Motion Passed unanimously.**
6. DISTRICT REPORT: Memo from Treatment Plant. (Christian Anderson)
 - a. Water Flow Measurements: Oceanside Area Daily Average: 53,010gal/day; Cape Meares Area Daily Average: 15,935gal/day

	Gallons Consumed in March 2026	Gallons Sold in March 2026	Gallons Lost in March 2026	Gallons Lost in February 2026
Oceanside	1,269,693	1,137,630	207,123	216,788
The Capes HOA	232,956	157,896		
Total	1,502,649	1,295,526	207,123	216,788
Cape Meares	418,665	359,884	58,781	70,430
	% Change Consumed 2025 to 2026	% Change Sold 2025 to 2026	OS % Water Loss March 2026	CM % Water Loss March 2026
	OS: + 31.81% CM: -12.60%	OS: 28.40% CM: -10.37%	13.31%	14.04%

- b. Treatment: Running smoothly. Backflow devices have been tested at each plant.
 - c. Distribution: No new leaks to report. Unfortunately, OAWU did not find any areas of concern during their leak detection assistance in the Oceanside Village. They reported that the leak is likely small, so finding it with the acoustic listening equipment was going to be difficult, especially with the ocean and sand affecting the sound. The water loss is relatively low compared to other districts they work with.
 - d. Misc.: Engineer Meetings with Topex and OWRSP discussing upcoming projects were productive.
7. OFFICE REPORT: Memo from Business Office. (A. Sprague)
- a. Update on Delinquent Accounts and Payment Plan Progress
 - b. Update on New Service Connections in Progress
 - c. Presentation on OWD Policy Manual Revision (an overview)- Board will review policy drafts by next meeting except for personnel section.
8. ON-GOING BUSINESS: (Board Discussions and/or Actions)
- a. Status of the transition from Nationwide to T. Rowe Price. (P. Newman)
 - i. 4/28 transition of funds will be complete.
 - b. FY 26-27 Budget Process Update (C. Grant, P. Newman, A. Sprague)
 - i. Meeting with Mr. Anderson, Mr. Passmore, Mr. Grant and Ms. Sprague reviewed prior and current year expenses and revenue to prepare budget.
 - ii. Meeting with accountant, Mr. Johnson of Aldrich Advisors, to prepare Budget for proposal to the Budget Committee.
 - c. Solid Waste removal update (S. Klobas)
 - i. One Cape Meares resident may have an interest in some of the pipes left over from the past Cape Meares-Oceanside interconnect.
9. NEW BUSINESS: (Board Discussions and/or Actions)
- a. Continue with Singer Lewak for audit. Will be scheduling the Audit for August or September.
 - b. Office Manager Replacement: Begin drafting position summary to post and advertise for replacement needed by the end of July/beginning of August.
 - c. Resolution 26-04 Engineers of Record (P. Newman) **A motion was made by Mr. Grant to approve Resolution 26-04 Establishing Chris Janigo of Topex Inc and Natalie Jennings of OWRSP as OWD Engineers of Record. Ms. Klobas seconded the motion. Motion Passed unanimously.**
10. CORRESPONDENCE: Responses to OWD email to Oceanside Village regarding owner responsibility to keep meter free of debris and potential damage.
11. COMMISSIONERS COMMENTS:
- a. Next Board Meeting: May 19, 2026, to be held at 1pm at the Barbara Bennett Community Hall, 5690 4th N.W. in Cape Meares
 - b. BOARD MEMBERS Charles Ansorge and Chris Grant will approve payments for the month of May 2026 through Bill.com
12. EXECUTIVE SESSION needed: PER ORS 162.660(2)(i) AND 192.660(8).
- a. **A motion was made by Ms. Zielinski to move into Executive Session at 3:30pm to discuss Personnel Compensation for FY 26-27 Budget. Mr. Grant seconded the motion. Motion Passed unanimously.**
 - b. **A motion was made by Ms. Klobas to end Executive Session. Mr. Grant seconded the motion. Motion Passed unanimously.**
13. ADJOURN MEETING **A motion was made by Ms. Zielinski to adjourn the Regular Board Meeting at 3:55pm. Ms. Klobas seconded the motion. Motion Passed unanimously.**

Respectfully Submitted,



Spike Klobas, Secretary. Minutes taken by Amber Sprague