

OCEANSIDE WATER DISTRICT

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MEETING MINUTES

REGULAR BOARD OF COMMISSIONER'S MEETING

August 18, 2026, at 1:00pm

Meeting took place at the Oceanside Treatment Plant located at 2270 Cape Meares Loop Rd

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

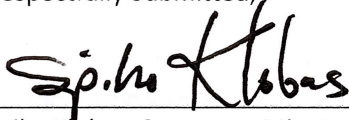
Staff Present: Christian Anderson (District Manager), Laura Schmidt (Office Manager),
Attended via Zoom- Dennis Johnson (Aldrich Advisors)

Guests Present: Michael Stevens (potential new Board member)

1. **CALL TO ORDER 1:04PM**
2. **INTRODUCTION OF NEW OWD OFFICE MANAGER- Laura Schmidt**
3. **APPROVAL OF AGENDA** (Board Action) - Mr. Newman to add to New Business Grant Opportunity Proposals – SIPP/SDAO (Master Plan / Security Related); Ms. Klobas re: Coleman Creek Flow
A motion was made by Mr. Newman and seconded by Ms. Klobas - the Board approved the updated August 18, 2026 Agenda by unanimous consensus.
4. **GUESTS PRESENT:** Potential new board member Michael Stevens introduced by Charles and gave brief review of his background
5. **APPROVAL OF PREVIOUS MINUTES:** July 21, 2026, Board Meeting Minutes (Board Action) -
A motion was made by Ms. Klobas and seconded by Mr. Grant - the Board approved the July 21, 2026, Board Meeting Minutes by unanimous consensus.
6. **REVIEW OF ACCOUNTS PAYABLE:** July 17, 2026, through August 13, 2026 (Board Action) -
Items discussed during review:
 - a. Merchant Card Fees (5210-8) - Laura to confirm those are from e-checks; and
 - b. Christian mentioned the generator repair (5254-2)***A motion was made by Ms. Zielinski and seconded by Mr. Grant - the Board accepted the Accounts Payable from July 17, 2026 through August 13, 2026 by unanimous consensus.***
7. **DISTRICT REPORT:** Memo from Treatment Plant (C. Anderson)
 - a. Water Flow Measurements – Fire Department hydrant use contributes to gallons lost. Three instances of excessive overages in the Capes of 30,000 , 50,000 and 75,000 gallons. Christian to address these issues with HOA and the individual homeowners.
 - b. Treatment & Distribution Report – Budget for equipment for leak detection – follow up with Cheryl re: SCADA HIV unit failure.
 - c. Coleman Creek Flow: July – discussion on levels; Spike to schedule a time to walk upstream to view the headwaters
 - d. Large Expenses for this and next month
 - e. Project To-Do List - August 26 new SCADA system to be installed, new hydrologic map by fall potentially, discussion re Master Plan / SIPP Grant (forgivable loan), Backflow survey potentially send by Jan
8. **OFFICE REPORT:** Memo from Business Office (L. Schmidt)
 - a. **ON-GOING BUSINESS:** (Board Discussions and/or Actions)field analysis to begin next week.

- b. ta requested has been submitted. Actual (P. Newman, D. Johnson-Via Zoom)
 - c. SCADA Upgrade (C. Anderson) - discussed during his report
 - d. Solid Waste removal update (S. Klobas) - not much to report
9. On going cyber-attacks discussion (P. Newman, Gil Davis) Numerous examples of cyber attacks on community water systems reported in Minnesota. CISA has published a list of suggested steps that should be taken to avoid malware attacks, and Gil has reported that we meet those and more.
10. **NEW BUSINESS:** (Board Discussions and/or Actions) -
- a. Resolution 26-10: Policy Adoption (Board Action)
A motion was made by Ms. Zielinski to approve Resolution 26-10: Adopt Board Duties & Responsibilities Manual. Ms. Klobas seconded the motion. Motion passed unanimously.
A motion was made by Ms. Zielinski to approve Resolution 26-11: Adoption of Board Duties & Responsibilities Manual, updating and replacing 19-05, 15-02 and 14-04. Mr. Grant seconded the motion. Motion passed unanimously.
11. **CORRESPONDENCE:** None.
12. **COMMISSIONERS COMMENTS:**
- a. Next Board Meeting: September 15, 2026, to be held at 1:00pm at The Barbara Bennett Community Center, 5690 4th N.W. in Cape Meares
 - b. BOARD MEMBERS Paul Newman and Spike Klobas will approve payments for the month of September 2026 through Bill.com
13. **EXECUTIVE SESSION** if needed PER ORS 162.660(2)(i) AND 192.660(8)
14. **ADJOURN MEETING** *A motion was made by Ms. Klobas to adjourn the Regular Board Meeting at 3:03pm. Mr. Ansoerge seconded the motion. Motion Passed unanimously.*

Respectfully Submitted,



Spike Klobas, Secretary. Minutes taken by Laura Schmidt