

Heceta Water People's Utility District
87845 Hwy 101
Florence, Or 97439
September 19, 2017
Board of Directors' Meeting

1. CALL TO ORDER

President Rohner called the meeting of the Board of Directors of the Heceta Water People's Utility District to order at 4:00 pm on September 19, 2017.

2. ROLL CALL

Directors Vito Coviello, Chuck Gesik, and Wendy Rohner, Debby Todd and Alan Whiteside; Secretary of Record Mike Buckwald; General Manager Carl Neville, Lead Operator Jeremy Moore and Vickie Kennedy.

3. PUBLIC COMMENT – There was no public comment.

4. APPROVAL OF MINUTES

ACTION: Director Coviello made a motion to accept the minutes of the HWPUD Board of Directors' Meeting of July 18, 2017 as presented. Director Todd seconded the motion. Directors Coviello, Gesik, Rohner, Todd and Whiteside voted aye. There were no nay votes.

5. PRESIDENT'S REPORT

President Rohner reported that she will not be at the next Board of Directors' meeting. Director Coviello also announced that he will be out of town on October 17.

6. FINANCIAL REPORT – Mike Buckwald

Mr. Buckwald reported that there is nothing to report, except that he did complete the closing audit for HWD. The District has also received the engagement letter from the auditor for the next audit report for HWPUD.

ACTION: Director Gesik made a motion to accept the financial report as presented. Director Todd seconded the motion. Directors Coviello, Gesik, Rohner, Todd and Whiteside voted aye. There were no nay votes.

7. STAFF REPORT – Carl Neville

Recently, someone from the Collard Lake area called and reported that a dock on the lake was falling apart, with little pellets entering the waterway. GM Neville dealt with this with a 'good neighbor' approach – expressing concern, offering help with contact phone numbers, etc. The dock owner accepted the help graciously and is fixing his dock with help from his neighbors. The District has been dealing with training for the last couple of months. Ryan Estabrooke has finished his six month probation period. There was a discussion about the addition of Leak Adjustment totals for the month. GM Neville wants the Board to be aware of this number, based on one of their policies. He will continue to watch the trend and bring a suggestion to the Board dealing with this situation.

8. UNFINISHED BUSINESS

There was no unfinished business.

9. NEW BUSINESS

- a. Collard Lake Road Concerns – There is concern about the asphalt cracking on the road. The District’s attorney is advising that HWPUD not be involved in ‘fixing’ the road. GM Neville suggested to the concerned customer that a homeowners group be established to fix the road. GM Neville mentioned that the District is one of the shareholders and would be willing to facilitate meetings, but is not doing anything to repair the road alone.
- b. Personnel Policies and Procedures – There were some changes made, but not presented in a manner that was easy for the Directors to actually see what changes were made. The office was directed to represent the document to the Board in a manner that will facilitate their perusal of the document. This agenda item will be readdressed at the October board meeting.

10. ITEMS NOT ON AGENDA

GM Neville asked the Board for their feelings about the staff dressing up for Halloween. The Board was in favor asking that staff dress-up appropriately.

There were some questions about the deposition meeting to be held on September 22.

11. AGENDA SUGGESTIONS FOR FUTURE MEETINGS

Personnel Policy

Master Plan – Rate Increase

12. ADJOURNMENT

The meeting was adjourned at 4:37 pm.