

Heceta Water People's Utility District
87845 Hwy 101
Florence, Or 97439
February 16, 2016
Board of Directors' Meeting

1. CALL TO ORDER

Vice President Hursh called the meeting of the Board of Directors of the Heceta Water People's Utility District to order at 4:02pm.

2. ROLL CALL

Directors Chuck Gesik, Bob Hursh, Wendy Rohner (on speaker phone), Jim Sievers, and Debby Todd; GM Carl Neville, Secretary of Record Mike Buckwald; Lead Operator Jeremy Moore; Engineer Aaron Speakman; and Vickie Kennedy. There were twelve visitors in the audience.

3. PUBLIC COMMENT

Jan Fortin commented on behalf of the neighborhood affected by Mercer Lake Reservoir water curtailment order. The neighbors are concerned about the condition of the road after patches will be made after the water lines are installed on Collard Lake Road. GM Neville explained that the District's practice is to leave things better than when it started. There is confusion about the 'ownership' of Collard Lake Road – whether it is either a county road or a local access road.

4. APPROVAL OF MINUTES

ACTION: Director Gesik made a motion to accept the minutes of the HWPUD Board of Directors Meeting of January 19, 2016 as corrected. Director Sievers seconded the motion. Directors Gesik, Hursh, Rohner, Sievers and Todd voted aye. There were no nay votes.

5. PRESIDENT'S REPORT

There was no President's Report

6. FINANCIAL REPORT – Mike Buckwald

Mr. Buckwald reported that all is going well. Everything is within budget. The 2014-15 Audit was presented. He feels that the Audit is a clean document. There does need to be a Supplementary Budget Hearing to accommodate the \$1.327 million that IGA is going to grant and loan to the District to repair the Mercer Lake Reservoir water line. Mr. Buckwald will keep in touch with GM Neville and Mr. Speakman as to the timeline and will act accordingly.

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

7. STAFF REPORT – Carl Neville

GM Neville clarified the geo-technical work of the testing on Collard Lake Road. He also reported that the office was broken into on Friday, February 12. Nothing substantial was taken.

8. UNFINISHED BUSINESS

a. IGA with Florence-Franchise Fee – The Franchise Fee agreement was approved by the City and will need to be signed by the Board President. President Rohner would like to talk with Director Todd about the particulars of this agreement before she signs the document.

b. Curtailment Advisory Update – GM Neville explained that the current curtailment expires at the end of February. He advises that the Board extend that for 90 days.

ACTION: Director Hursh made a motion to extend the curtailment advisory for 90 days (which will go to the end of May.) Director Gesik seconded the motion. Directors Gesik, Hursh, Rohner, Sievers and Todd voted aye. There were no nay votes.

c. Update on Collard Lake Road – Mr. Speakman explained the process of getting the Collard Lake Road project going. IFA has approved the loan and grant package. There will be three companies invited to submit bids.

9. NEW BUSINESS

a. Q & A Session – What is the IFA? Infrastructure Finance Authority. This is an Oregon program. Can the contracts, geological reports, and plans of the project be made public? Yes. What is your estimated start time of the actual work? Yesterday! There was an explanation of the ‘substantial completion date’ and the ‘finished date.’ What kind of pipe will be used? PVC. Where will the pump house be placed? The proposed site is at the bottom of Collard Lake Road at Mercer Lake Road. Did the loan request include the cost of repaving the road? No. Mr. Speakman then explained trench patching. What kind of disruption can be expected through this project? There will always be at least one lane open for traffic with a flagger. Will there be disruption of water service? Yes, three or four shut-downs for eight hour periods when connections are being made. There will also be some standard-required boil orders.

b. Enchanted Valley Reservoir Bid Update – Bids were opened earlier today. Mr. Speakman asked that the Board allow GM Neville to award the contract to R&G Excavation for \$117,695.

ACTION: Director Hursh made a motion to allow GM Neville to award the contract for the Enchanted Valley Reservoir work to R&G Excavation, dependent on the completion and acceptance of their bid package. Director Sievers seconded the motion. Directors Gesik, Hursh, Rohner, Sievers and Todd voted aye. There were no nay votes.

10. EXECUTIVE SESSION – ORS 192.660(2)(f) and ORS 192.660(2)(h)

The audience was excused for the Executive session at 5:14 pm. The Board will discuss legal counsel from the District's attorney.

The Executive Session was closed and the General Meeting was opened to the audience at 5:30 pm.

11. ITEMS NOT ON AGENDA

There were no items brought up.

12. AGENDA SUGGESTIONS FOR FUTURE MEETINGS

John Murphey's report on insurance for infrastructure (pipes and meters).
Report on Collard Lake water line.

13. ADJOURNMENT

The meeting was adjourned at 5:35 pm.