

Heceta Water People's Utility District  
87845 Hwy 101  
Florence, Or 97439  
August 16, 2016  
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 4:07 pm on August 16, 2016.

2. ROLL CALL

Directors Chuck Gesik, Bob Hursh, Wendy Rohner, Jim Sievers and Debby Todd; General Manager Carl Neville; Secretary of Record Mike Buckwald ; Lead Operator Jeremy Moore and Vickie Kennedy. John Murphey (Coast Insurance) and Nancy Bosket (OPB) were in attendance to make a presentation to the Board. Steve Olienyk was in the audience.

3. PUBLIC COMMENT – There was no public comment.

4. APPROVAL OF MINUTES

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

5. PRESIDENT'S REPORT – President Rohner met with GM Neville after last month's meeting about his evaluation. There were no issues. She was also excited by the grants that have been awarded to HWPUD.

6. FINANCIAL REPORT

Mike Buckwald reported that in the first month of the fiscal year, all is well.

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

7. STAFF REPORT – Carl Neville

GM Neville talked about the spraying that was done in the Collard Lake area. There were no comments or calls from homeowners in that area. The chemicals used were the same as last year. The operators were very professional. There was some discussion about finishing up the road work at Collard Road. Enchanted Valley should be done by mid-September. The fire tender will serve as the temporary reservoir while the work is being done.

8. UNFINISHED BUSINESS

a. Insurance issue – John Murphey, Coast Insurance

John explained the coverage that would cover anything downstream of a water tank that ruptures. He also explained that we have extra coverage for earthquakes. He defined 'flood' according to the insurance company.

b. Personnel Manual Committee – Wendy Rohner

President Rohner reported that the committee has met and will meet again in September.

9. NEW BUSINESS

a. Bank Card Charges – Nancy Bosket, OPB

Nancy Bosket presented a credit card processing proposal to the Board. This is for information only. The Board will read the document and discuss their opinions and options at the next meeting.

b. November 8<sup>th</sup> Election – Vickie shared what is happening with Subdivision 3 & 4 elections.

Director Hursh is not running for the Subdivision 4 seat.

c. Addendum to HWPUD Personnel Policies and Procedures – to facilitate the operating of the District and to maintain order with work schedules, there will be no compensatory time. All overtime will be paid time and a half.

ACTION: Director Sievers made a motion to accept the policy change that will delete Compensatory Time Off from the Personnel Manual. Director Gesik seconded the motion. Directors Gesik, Hursh, Rohner, Sievers and Todd voted aye. There were no nay votes.

d. Ethics Policy – SDAO is requesting that the District have an Ethics Policy for which they will award the District a 2% discount on its insurance.

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

10. ITEMS NOT ON THE AGENDA

President Rohner had some questions about the format of our website specifically ‘What’s Happening in the District’. Vickie will take a look at it.

11. AGENDA SUGGESTIONS FOR FUTURE MEETINGS

Bank Card Charges

12. ADJOURNMENT - The meeting was adjourned at 5:00 pm.