

Heceta Water People's Utility District
87845 Hwy 101
Florence, Or 97439
June 20, 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 4:02 pm on June 20, 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 – Open Public Hearing for the HWPUD FY2017-18 Budget

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 April 18, 2017 as presented. Director Gesik seconded the motion. Directors Coviello, Gesik, Rohner, Todd and Whiteside voted aye. There were no nay votes.

5. PRESIDENT'S REPORT

President Rohner commented on the General Manager's evaluation. She appreciates everyone's participation. She has tallied the Board members' evaluations and had a meeting with General Manager Neville to discuss the results. It turned out well.

6. FINANCIAL REPORT

Secretary of Record Buckwald said that the budget year has ended favorably. He will also start the process for new signature cards to accommodate the new Director. There has been an account closed – the Construction account, due to the capital improvement projects' funding being finished.

ACTION: Director Gesik made a motion to accept the financial report as presented.

Director Coviello seconded the motion. Directors Coviello, Gesik, Rohner, Todd and Whitehead voted aye. There were no nay votes.

7. STAFF REPORT – Carl Neville

GM Neville expressed appreciation to Jeremy Moore for his diligence in keeping the Plant operating smoothly day to day. The annual audit of operations was very clean. HWPUD has earned a two year extension on the next audit cycle which will happen in 2022. All the fencing has been completed except for the Collard Road Pump Station, which is so close to Lane County's lines.

8. UNFINISHED BUSINESS

a. Audit Report – There are reports to give to Board members. Who has received a copy of the 2016 Audit Report? No one has. Vickie will make sure that everyone gets a copy to look over.

b. Recreational Immunity – SDAO has reported that the Recreational Immunity Bill has passed both Houses in Salem and is now on the Governor’s desk. Director Gesik wondered if there are ‘No Trespassing’ signs on District property. GM Neville will look into that matter.

9. NEW BUSINESS

a. General Manager Evaluation – A great evaluation was given to GM Neville by the Board.

ACTION: Director Coviello moved that GM Neville salary be raised to a Step 9. Director Todd seconded the motion. Directors Coviello, Gesik, Rohner, Todd and Whiteside all voted aye. There were no nay votes.

b. Schedule A – The Board has better defined how COLA is calculated.

ACTION: Director Gesik moved that the Board accept the recalculated Schedule A that reflects a 2.1% cost of living increase. Director Whiteside seconded the motion. Directors Coviello, Gesik, Rohner, Todd and Whiteside all voted aye. There were no nay votes.

c. Assessing CAP program – Currently, the Board has directed staff to offer financial assistance to low-income customers. We currently utilize the State of Oregon’s Low Income Home Energy Assistance Program guidelines that are computed at SOS or the Senior Center. The office has recently been told that this program may be phased out by November 2018. Vickie has been directed to contact Central Lincoln and see how their program is computed.

d. Approval of HWPUD FY 2017-18 Budget – Resolution 2017-03

ACTION: Director Coviello moved that the Board adopt Resolution 2017-03 – Adopting Budget and Making Appropriations. Director Todd seconded the motion. Directors Coviello, Gesik, Rohner, Todd and Whiteside all voted aye. There were no nay votes.

10. ITEMS NOT ON AGENDA

GM Neville announced that he may have jury duty at the next meeting. LO Jeremy Moore will represent staff at that meeting, if needed. Director Whiteside asked about Bylaws and such. A notebook will be prepared, Director Whiteside will be oriented and given a tour of the District. President Rohner also suggested SDAO training.

11. AGENDA SUGGESTIONS FOR FUTURE MEETINGS

There were no suggestions.

12. ADJOURNMENT

The meeting was adjourned at 4:41 pm.