

Heceta Water People's Utility District
87845 Hwy 101
Florence, Or 97439
August 21, 2018
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 August 21, 2018.

2. ROLL CALL

Directors Vito Coviello, Scott Del Fava, Wendy Rohner, Debby Todd, Alan Whiteside; Secretary of Record, Mike Buckwald; Attorney Spencer Parsons; General Manager Carl Neville; Lead Operator Jeremy Moore; 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 17, 2018 as presented. Director Whiteside seconded the motion. Directors Coviello, Del Fava, Rohner, Todd and Whiteside 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 everything is great.

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

7. STAFF REPORT – Carl Neville

GM Neville reported that several projects are being prepared to go out to bid by January. Work on Mercer with Lane County will pick up next spring. Master Plan will have a draft ready in early fall.

8. UNFINISHED BUSINESS

Lead Operator Moore reported his feelings about having a backflow tester on staff. There are no legal ramifications against staff performing the testing. The general consensus through phone calls made was that we need to guard against a conflict of interest. Attorney Parsons commented that when someone else does the testing, they will be legally liable for any problems that may come up. The Board asked that staff come up with the total cost of doing the testing in house.

9. NEW BUSINESS

a) Form committee to review Personnel Manual – Director Rohner and Director Todd volunteered to serve on this committee.

b) Approve bid for Chapman Road Project – There was one bid submitted for this project, which came in under what the engineer had estimated.

ACTION: Director Coviello made a motion to accept Ray Well's bid for the Chapman Road Project and

to authorize GM Neville to sign the contract for this project. Director Todd seconded the motion. Directors Coviello, Del Fava, Rohner, Todd and Whiteside voted aye. There were no nay votes.

10. EXECUTIVE SESSION – Pursuant to ORS 192.660(2)(e) – Real Property Transaction
Opened at 4:50pm Closed at 5:06pm

11. ITEMS NOT ON AGENDA

Director Scott Del Fava has tendered his resignation of Subdivision Seat #5, effective immediately.

12. AGENDA SUGGESTIONS FOR FUTURE MEETINGS

- a) Staff to present the cost of having a Backflow tester on staff.
- b) GM Neville to hire LCOG to do a salary survey.
- c) Record Retention resolution to be addressed.

13. ADJOURNMENT

The meeting was adjourned at 5:08 pm.