

Heceta Water People's Utility District  
87845 Hwy 101  
Florence, OR 97439  
March 19, 2019  
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 March 19, 2019.

2. ROLL CALL

Directors Vito Coviello, Crystal Farnsworth, Wendy Rohner and Alan Whiteside; Secretary of Record Mike Buckwald; District Engineer Aaron Speakman; General Manager Carl Neville; Lead Operator Jeremy Moore; Vickie Kennedy. Debby Todd was absent.

3. PUBLIC COMMENT – There was no public comment.

4. APPROVAL OF MINUTES

ACTION: Director Farnsworth made a motion to accept the minutes of the HWPUD Board of Directors' meeting of February 19, 2019 as presented. Director Vito seconded the motion. Directors Coviello, Farnsworth, Rohner, and Whiteside voted aye. There were no nay votes.

5. PRESIDENT'S REPORT – There was no report.

6. FINANCIAL REPORT –

Mr. Buckwald reported that revenue is coming in over budgeted amount. All expenditures are within the budgeted amount. Everything seems to be going well.

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

7. STAFF REPORT – Carl Neville

GM Neville reported that he is still working on getting quotes for new siding on the west end of the office. There was a service line leak that was addressed by staff. He explained the issue with the Martin Road culvert. The uncovered pipe is not in keeping with Oregon law, but GM Neville is working with the homeowners' association. This will probably be resolved by late August.

8. UNFINISHED BUSINESS

a) Master Plan – Mr. Speakman addressed questions posed by Directors Todd and Farnsworth. President Rohner felt that the Master Plan should be a working document for staff.

b) Backflow Testing Cost – Rates and Fees Schedule – President Rohner explained the reason for a resolution needed to change the Rates and Fees Schedule. She then read the resolution.

ACTION: Director Farnsworth made a motion to accept Resolution 2019-01, adopting a new Rates and Fees Schedule. Director Whiteside seconded the motion. Directors Coviello, Farnsworth, Rohner, and Whiteside voted aye. There were no nay votes.

c) Ordinance 2019-01 – Backflow Ordinance – Second Reading – postponed to April meeting.

#### 9. NEW BUSINESS

a) Accept proposal for 1<sup>st</sup> Avenue Bid – Ray Wells was the low bidder on this project.

ACTION: Director Whiteside made a motion to approve the bid made by Ray Wells to do the work on 1<sup>st</sup> Avenue and to give GM Neville permission to sign appropriate paperwork. Director Coviello seconded the motion. Directors Coviello, Farnsworth, Rohner, and Whiteside voted aye. There were no nay votes.

b) IGA with Central Lincoln PUD on 1<sup>st</sup> Avenue work – GM Neville was approached by CLPUD to share some of the costs on the 1<sup>st</sup> Avenue work. He would like permission to work out an IGA with the attorney.

ACTION: Director Farnsworth made a motion to allow GM Neville to create an IGA with CLPUD to share work and costs on the 1<sup>st</sup> Avenue line relocation. Director Coviello seconded the motion. Directors Coviello, Farnsworth, Rohner, and Whiteside voted aye. There were no nay votes.

#### 10. ITEMS NOT ON AGENDA

Sutton Pump Station project will go out to bid in April.

ACTION: Director Coviello made a motion to give GM Neville permission to award a contract to the lowest responsive bidder, not to exceed \$350,000, for the Sutton Pump Station project.

Director Whiteside seconded the motion. Directors Coviello, Farnsworth, Rohner, and Whiteside voted aye. There were no nay votes.

#### 11. AGENDA SUGGESTIONS FOR FUTURE MEETINGS

Salary Schedule

Ordinance 2019-01 second reading

#### 12. ADJOURNMENT

The meeting was adjourned at 4:55 pm.