

Heceta Water People's Utility District
87845 Hwy 101
Florence, OR 97439
July 16, 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 July 16, 2019.

2. ROLL CALL

Directors Crystal Farnsworth, Wendy Rohner, and Debby Todd; Secretary of Record Representative, Brittany Hornung; General Manager Carl Neville; Lead Operator Jeremy Moore; Vickie Kennedy. Directors Vito Coviello and Alan Whiteside were absent.

3. PUBLIC COMMENT – No public comment

4. APPROVAL OF MINUTES

ACTION: Director Todd made a motion to accept the minutes of the HWPUD Board of Directors' meeting of June 18, 2019 as presented. Director Farnsworth seconded the motion. Directors Farnsworth, Rohner, and Todd, voted aye. There were no nay votes.

5. PRESIDENT'S REPORT – No President's report

6. FINANCIAL REPORT – Secretary of Record's representative, Brittany Hornung reported that every budget category was underspent. The FY2017-18 ended with a larger balance than stated in last year's budget. The District is in a good financial standing.

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

7. STAFF REPORT – Carl Neville – There was a problem with the paving on 1st Avenue. It will need to be repaved at the contractor's cost. A question was asked about the Hwy 101 sewer work.

8. UNFINISHED BUSINESS – No unfinished business

9. NEW BUSINESS – No new business

10. ITEMS NOT ON AGENDA - President Rohner brought up an issue that should have covered a year ago. GM Neville went through his evaluation process with great marks across the board in June 2018. He did just as well in June 2019. However, he was not given a step raise either year. There was a discussion about how to make this right for GM Neville.

ACTION: Director Farnsworth made a motion to award a two-step raise to GM Neville and to ask Buckwald's to figure out what GM Neville missed out on by not receiving a step raise last year. Director Todd seconded the motion. Directors Farnsworth, Rohner and Todd voted Aye. There were no nay votes.

Vickie was asked to explain the billing error that happened in the June billing cycle. The wrong file was sent into the ACH-checking process. It affected the income by about \$3,000. Staff has rectified

that mistake.

11. AGENDA SUGGESTIONS FOR FUTURE MEETINGS

Director Todd asked about the status of the CAP program. Director Farnsworth wanted to know how the District was dealing with the fire hydrant situation to accommodate SVFR's use of larger hoses.

12. ADJOURNMENT

The meeting was adjourned at 4:27 pm.