

Heceta Water People's Utility District  
87845 Hwy 101  
Florence, OR 97439  
September 17, 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 September 17, 2019.

2. ROLL CALL

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

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 August 20, 2019 as presented. Director Farnsworth seconded the motion. Directors Coviello, Farnsworth, Rohner, and Whiteside, voted aye. There were no nay votes.

5. PRESIDENT'S REPORT – President Rohner made a comment that she has been stopped a couple of times by customers expressing gratitude for a Backflow Tester on staff.

6. FINANCIAL REPORT – Secretary of Record's representative, Brittany Hornung reported that revenues are coming in as expected. Resources have exceeded the budget because of a check sent in by Central Lincoln PUD.

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

7. STAFF REPORT – Carl Neville – The Board discussed City of Florence's retraction of their offer presented at the last Board meeting. Director Farnsworth asked about the progress on the Grimmitt's flooding issue. We are moving forward, slowly. The road work up there will be repaired to the same standard that it was put in, two years ago by Ray Wells.

8. UNFINISHED BUSINESS – No unfinished business

9. NEW BUSINESS –

a) Public Records Policy – Due to new State of Oregon statutes, the District's Public Records Policy needs to be updated.

ACTION: Director Whiteside made a motion to accept the amended Policies of HWPUD. Director Farnsworth seconded the motion. Directors Coviello, Farnsworth, Rohner, and Whiteside, voted aye. There were no nay votes.

b) Name new Registered Agent – Paul Elsner, our current Registered Agent, has retired. Staff suggests Spencer Q. Parsons be named as the new Registered Agent.

ACTION: Director Whiteside made a motion to name Spencer Q. Parsons as the Registered Agent of

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

10. ITEMS NOT ON AGENDA – None

11. AGENDA SUGGESTIONS FOR FUTURE MEETINGS

Personnel Policy Review – GM Neville will have some recommendations for this at the next Board meeting.

Director Coviello asked about the outgoing of old staff and incoming of new staff.

12. ADJOURNMENT

The meeting was adjourned at 4:50 pm.