

Heceta Water People's Utility District
87845 Hwy 101
Florence, OR 97439
September 15, 2020
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 15, 2020.

2. ROLL CALL

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

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 August 18, 2020 as presented. Director Coviello seconded the motion. Directors Coviello, Farnsworth, Rohner, Todd and Whiteside voted aye. There were no nay votes.

5. PRESIDENT'S REPORT – President Rohner expressed concern for everyone's families.

6. FINANCIAL REPORT – Secretary of Record, Mike Buckwald reported that everything is ok. He has been in contact with the auditor. He also encouraged the Board to reach out to him, if there is other information wanted by the Board in the Financial Report.

ACTION: Director Whiteside made a motion to accept the financial report of August 2020 as presented. Director Farnsworth seconded the motion. Directors Coviello, Farnsworth, Rohner, Todd and Whiteside voted aye. There were no nay votes.

7. STAFF REPORT – Carl Neville – GM Neville reported that the Clear Lake gate has been replaced. Director Todd brought up the retaining wall construction at Sutton Pump Station, warning GM Neville that the operators are not in the wall building business. GM Neville expressed that they followed the Engineer's plan and saved the District about \$9,000. President Rohner asked about the operator staying late to cover for the construction crew working on the Plant. GM Neville said that the operators are working on study sheets. She asked about the lead and copper testing reports. The District is still waiting to hear from the State.

8. UNFINISHED BUSINESS – There was no Unfinished Business.

9. NEW BUSINESS

(Order changed from Agenda)

- a) Rate Increase/Master Plan Projects – GM Neville had a discussion with two financiers (USDA Rural Development and Business Oregon aka IFA) who encouraged him to do all the projects from the Phase 1 of the Master Plan to make the money go further. He wants to know the feelings of the Board about going forward on those projects. This will require a rate increase. Mr.

Buckwald reported that the budgeted Contingency Fund has been decreasing over the last few years. He hoped that the rate increase would include some money to be incorporated in the operating budget of the District. Mr. Speakman stated that the Affordability Index determines the amount of loans and grants available. The Board asked GM Neville to move forward on raising the rates. This should include informative newsletters, proposed two to two and a half year increases, monthly billing, and a Rate Hearing.

- b) Cross Connection Program's Progress – Vickie Kennedy and Jeremy Moore explained what staff has done with the Cross Connection Program and how customers are responding.

10. ITEMS NOT ON THE AGENDA

GM Neville explained to Directors Rohner and Whiteside on Resolution 2020-03, the Capitalization policy that was accepted by the Board at the last month's meeting.

Director Todd asked about the progress on finding out about video conferencing. GM reported that Cindy is working on it.

11. AGENDA SUGGESTIONS FOR FUTURE MEETINGS

Rate increase items mentioned in 9a in these minutes.

12. ADJOURNMENT

The meeting was adjourned at 5:07 pm.