

Heceta Water People's Utility District
87845 Hwy 101
Florence, Or 97439
December 19, 2017
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 2:35 pm on December 19, 2017.

2. ROLL CALL

Directors Vito Coviello, Scott Del Fava, Wendy Rohner, Debby Todd; General Manager Carl Neville, Lead Operator Jeremy Moore and Vickie Kennedy. Directors Alan Whiteside and Secretary of Record Mike Buckwald were absent.

3. PUBLIC COMMENT – There was 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 November 21, 2017 as presented. Director Coviello seconded the motion. Directors Coviello, Del Fava, Rohner, and Todd voted aye. There were no nay votes.

5. PRESIDENT'S REPORT

President Rohner suggested that Board members take advantage of the DVD's that are available to learn more about the job of being a Director in a Special District. She also recommended that there are one or two that should be incorporated in the Board meeting as training, allowing the Board members to discuss points. GM Neville stated that Vickie will have the DVD's available if any Board members want to view the DVD's at home.

6. FINANCIAL REPORT

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

7. STAFF REPORT – Carl Neville

GM Neville discussed the format of the Staff report. He also discussed the blow-off leak on Mercer Lake Road.

8. UNFINISHED BUSINESS

a. Personnel Policy –

ACTION: Director Todd made a motion to accept the revised Personnel Policies and Procedures document. Director Coviello seconded the motion. Directors Coviello, Del Fava, Rohner and Todd all voted aye. There were no nay votes.

9. NEW BUSINESS

a. Elect New Vice President

ACTION: President Rohner nominated Director Coviello as the new Vice President. Director Todd seconded the motion. Directors Coviello, Del Fava, Rohner and Todd voted aye. There were no nay votes

b. SDAO 2018 Annual Conference – Board members were informed about SDAO's 2018 Annual Conference that provides training for Board members. They were also informed that the District will pay for their registration fees. They need to let Vickie know if they are interested in attending.

10. ITEMS NOT ON AGENDA

Director Todd asked about the status of the Master Plan. GM Neville reported that his plan is to have that Master Plan ready to review in the spring.

11. AGENDA SUGGESTIONS FOR FUTURE MEETINGS

Board Training

12. ADJOURNMENT

The meeting was adjourned at 3:10 pm.