

Heceta Water People's Utility District
87845 Hwy 101
Florence, OR 97439
November 27, 2018
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 November 27, 2018.

2. ROLL CALL

Directors Vito Coviello, Crystal Farnsworth, Wendy Rohner, Debby Todd and Alan Whiteside; General Manager Carl Neville; Lead Operator Jeremy Moore; Vickie Kennedy; District Engineer Aaron Speakman. Secretary of Record, Mike Buckwald 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 October 16, 2018 as presented. Director Todd seconded the motion. Directors Coviello, Farnsworth, Rohner, Todd and Whiteside voted aye. There were no nay votes.

5. PRESIDENT'S REPORT – President Rohner is excited about Jeremy Moore's training on backflow testing next week. She also took the opportunity to welcome Crystal Farnsworth to the board.

6. FINANCIAL REPORT –

Board members were asked to sign two documents including the signature card that allow the new Board member to sign checks.

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

7. STAFF REPORT – Carl Neville

Turbidity filter #1 failed because of sensor failure. HACH was able to fix it under contract.

Fire department has changed their fire hoses which is causing water hammering throughout the District. GM Neville has a meeting with Tony Wells tomorrow to discuss the relationship with the new SVFR department leadership. Director Coviello asked about the effect of wind loads on the treatment plant. Mr. Speakman explained that it had to do with building three more walls to enclose the back of the treatment plant. President Rohner asked about the Equipment Replacement fund that hasn't been used much for replacing vehicles. GM Neville has an open conversation with Tony's Garage about the longevity of the District's trucks. Director Whiteside questioned the possibility of a leased fleet. President Rohner asked about the condition of the office. Mr. Speakman would prefer to replace the building as opposed to repairing it. President Rohner would like a recommendation for the Board to discuss. Director Whiteside suggested a deferred maintenance program.

8. UNFINISHED BUSINESS

There is no unfinished business.

9. NEW BUSINESS

a) Personnel Policies and Procedures and Benefit Package –

ACTION: Director Todd made a motion to accept the new Personnel Policies and Procedures and Benefit Package as presented. Director Farnsworth seconded the motion. Directors Coviello, Farnsworth, Rohner, Todd and Whiteside voted aye. There were no nay votes.

b) Master Plan – Aaron Speakman

Mr. Speakman said that the Master Plan is not complete yet. He expects to give the Board a final draft at the January 2019 meeting. Director Todd asked about the population estimation used and how well the estimation worked from the last Master Plan. President Rohner asked when the Board would have a copy of this Plan in hand. Mr. Speakman hopes that will happen within 30 days. He will have a presentation prepared for the January Board meeting

c) Christmas Party – President Rohner opened a discussion about the scheduling of the Christmas party. It was decided to have the luncheon on December 11 at noon, and the December Board meeting at 1 pm on the same afternoon.

d) Resolution 2018-03 – Easement Release –

ACTION: Director Todd made a motion to adopt Resolution 2018-03 which is a Release and Quitclaim of a Recorded Easement. Director Farnsworth seconded the motion. Directors Coviello, Farnsworth, Rohner, Todd and Whiteside voted aye. There were no nay votes.

10. ITEMS NOT ON AGENDA

11. AGENDA SUGGESTIONS FOR FUTURE MEETINGS

Presentation by Aaron Speakman about the Master Plan
Deferred maintenance program

12. ADJOURNMENT

The meeting was adjourned at 4:49 pm.