

Heceta Water People's Utility District
87845 Hwy 101
Florence, OR 97439
May 19, 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 May 19, 2020.

2. ROLL CALL

Directors Vito Coviello, Crystal Farnsworth, Wendy Rohner, Debby Todd and Alan Whiteside; General Manager Carl Neville; Vickie Kennedy and Cindy Spinner.

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 March 17, 2020 as presented. Director Whiteside seconded the motion. Directors Coviello, Farnsworth, Rohner, Todd and Whiteside voted aye. There were no nay votes.

5. PRESIDENT'S REPORT – President Rohner expressed her awe at the effectiveness of the staff during the recent closure during the COVID-19 pandemic.

6. FINANCIAL REPORT – GM Neville reported that everything is on track financially.

ACTION: Director Coviello made a motion to accept the financial report of March 2020 as presented. Director Farnsworth seconded the motion. Directors Coviello, Farnsworth, Rohner, Todd and Whiteside voted aye. There were no nay votes. Director Whiteside made a motion to accept the financial report of April 2020 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 – Director Farnsworth asked about the lake turnover. GM Neville gave an explanation for that process and how it affects the District. President Rohner asked about Water Loss. GM Neville explained about the work that Cindy and Jeremy are doing in tightening up the calculations for unaccounted water usage. President Rohner asked about the validity of painting the exterior of the plant. GM Neville asked that this be held until 'Items not on the agenda.'

8. UNFINISHED BUSINESS –

a) Budget Committee new members– GM Neville has talked with two residents of our District about serving on the Budget Committee. Nancy Bosket and Lanson Moles both agreed to serve on the committee for a three year term.

ACTION: Director Farnsworth made a motion to accept Nancy Bosket and Lanson Moles as members of the Budget Committee for the next three years. Director Coviello seconded the motion. Directors Coviello, Farnsworth, Rohner, Todd and Whiteside voted aye. There were no nay votes.

9. NEW BUSINESS –

a) General Manager's Evaluation – All Directors were given an evaluation packet for GM Neville with instructions to return the completed packet to President Rohner by June 9.

b. Bishop's Letter – GM Neville explained a letter in the Board packet from a customer who wanted special consideration for their empty lot that has a meter. The Board agreed that the base rate charged to all customers is fair.

c. COLA –

ACTION: Director Farnsworth made a motion to apply the COLA to the employees' wages. Director Whiteside seconded the motion. Directors Coviello, Farnsworth, Rohner, Todd and Whiteside voted aye. There were no nay votes.

d. Easement TL 18-12-11-000-2500 – GM Neville explained the history of this easement. There has been a request for us to give up the easement.

ACTION: Director Whiteside made a motion to deny the request to give up the easement on TL 18-12-11-000-2500. Director Coviello seconded the motion. Directors Coviello, Farnsworth, Rohner, Todd and Whiteside voted aye. There were no nay votes.

10. ITEMS NOT ON THE AGENDA – Awarding a bid for the Water Treatment Plant Building Improvements. GM Neville explained the history and the plan for this project.

ACTION: Director Whiteside made a motion to accept the bid by Stettler Supply Company of \$229,145 and to allow GM Neville to sign the contract and to execute the contract. Director Farnsworth seconded the motion. Directors Coviello, Farnsworth, Rohner, Todd and Whiteside voted aye. There were no nay votes.

Director Coviello had some questions about the March meeting minutes – Is there an exit agreement with Dyer Partnership if we didn't want to continue working with them? (Yes) What is a six foot concrete nail? (Piling) Since we are hiring Norm Wells as an emergency back-up, shouldn't we have a 'memo of understanding'? (GM Neville will explore that)

11. AGENDA SUGGESTIONS FOR FUTURE MEETINGS – Rate Study to be discuss at the June 2020 meeting.

12. ADJOURNMENT

The meeting was adjourned at 5:00 pm.