

Heceta Water People's Utility District
87845 Hwy 101
Florence, OR 97439
September 21, 2021
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 21, 2021.

2. ROLL CALL

Directors: Wendy Rohner, Crystal Farnsworth, Alan Whiteside and Mary Kauffman; General Manager Carl Neville, and Cindy Spinner, all present. Director Debby Todd was absent.

3. PUBLIC COMMENT

No public comment.

4. APPROVAL OF MINUTES

With no quorum of Board members present from June 15, 2021 Board meeting, minutes were not approved.

5. PRESIDENT'S REPORT

President Rohner stated she was glad to be back and great to see everyone.

6. FINANCIAL REPORT

GM Neville stated District appears to be in solid financial position as we are in the third month of budget year. Nothing outstanding to report. Director Whiteside asked if District had reached its revenue goal for fiscal year 2020-2021. GM Neville confirmed revenue exceeded budget.

ACTION: Director Whiteside made a motion to accept the financial report of August 2021 as presented. Director Rohner seconded the motion. Directors Rohner, Farnsworth, Whiteside and Kauffman voted aye. There were no nay votes.

7. STAFF REPORT

GM Neville reported one employee resigned but current staff is filling in, and we are reviewing applicants. President Rohner asked for process on leak adjustments as it was to end with new rates. GM Neville mentioned not accepting leak adjustments for water usage in August. Ms. Spinner noted District has two outstanding leak adjustments from July that we are waiting on proper paperwork. President Rohner asked about new radios and life expectancy. GM Neville estimated between 10 to 12 years. District has Neptune meters, that do not work with Sensus radios that need to be replaced in the next two budget cycles. President Rohner inquired about the leak at the Mercer Pump Stations. GM Neville explained the estimated water leak totaled 2 to 3 gallons per minute discovered within 24 hours with daily pump checks. President Rohner asked why with the hazard of Soda Ash that the updated ventilation requirement from the County that the District is not acting now and waiting for the contractors to figure the change orders. GM Neville stated that with Stettler being bought, the new owners estimated a \$50,000 change order without providing documentation for increase. GM Neville explained we are

contracted with Stettler the company, no matter the owners. Director Farnsworth asked if District has reasonable expectation of performance. GM stated there is and we are in discussions with engineer and Stettler. Until issues are ironed out with contract and/or Stettler District cannot proceed with another vender to get work complete. President Rohner concerned with exposure in waiting for ventilation to be complete.

8. UNFINISHED BUSINESS

No unfinished business.

9. NEW BUSINESS

a) Discussion of potential changes to Personnel Policies and Procedures

President Rohner questioned the legality with having verbiage of “at-will” and “may” with employer restrictions regarding termination of employee. GM Neville will verify with legal on appropriate verbiage. Director Kauffman provided suggestions and questions to be addressed in several sections. All changes will be updated and presented at the next Board meeting.

b) Discussion on potential changes to HWPUD Policies

President Rohner asked if the Cross Connection was part of the policy. Ms. Spinner explained the Cross Connection is a separate Ordinance. Director Kauffman provided suggestions and questions to be addressed. All changes will be updated and presented at the next Board meeting.

10. ITEMS NOT ON THE AGENDA

GM Neville discussed District looking to change IT providers as current provider cost are excessive and support is limited. District is looking at a provider out of Eugene that Olsson has recommended that works with SCADA, which our current provider does not. Monthly cost has been presented as less than half what District currently pays.

11. AGENDA SUGGESTIONS FOR FUTURE MEETINGS

No suggestions for future meetings.

12. ADJOURNMENT

The meeting was adjourned at 4:55 pm