

Heceta Water People's Utility District
87845 Hwy 101
Florence, OR 97439
December 3, 2025
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 December 3, 2025.

2. ROLL CALL

Directors: Wendy Rohner, Debby Todd, Vito Coviello and David Goss; Secretary of Record Brittany Hornung; General Manager Carl Neville, Administrative Assistant Cindy Spinner and Operator Kyler Paselk, all present. Director Frank Spencer, absent.

3. PUBLIC COMMENT

No public comment.

4. APPROVAL OF MINUTES

ACTION: Director Todd made a motion to accept the minutes of HWPUD Board of Director's meeting of October 21, 2025, as presented. Director Coviello seconded the motion. Directors Rohner, Todd, Coviello and Goss voted aye. There were no nay votes.

5. PRESIDENT'S REPORT

President Rohner hoped everyone had a wonderful Thanksgiving.

6. FINANCIAL REPORT

Secretary Hornung stated everything looks great with the District October financials. She noted we did receive reimbursements from Oregon Business loan in October with more expenses going out the net remained the same as previous month. She noted the Oregon Short Term investment interest rate dropped from 4.5% to 4.25% in October.

ACTION: Director Goss made a motion to accept the financial report of October 2025, as presented. Director Coviello seconded the motion. Directors Rohner, Todd, Coviello and Goss voted aye. There were no nay votes.

7. STAFF REPORT

GM Neville summarized events in October. He stated work continues at the Enchanted Valley Pump Station with pump skid anticipated install the week of December 8th, with late December to mid-January going online. President Rohner inquired if the District works to get the pump online. GM Neville stated that the manufacturer of the pump skid will ensure installation is complete and Ray Wells will schedule a switchover day to remove the old and replace the new online and begin pumping water. President Rohner asked if the data would then flow to the plant. GM Neville stated the capability is there, but we have not yet implemented it with IT to get the SCADA configured.

8. UNFINISHED BUSINESS

No unfinished business.

9. NEW BUSINESS

a) Cross Connection Review – Operator Kyler Paselk reported on the overall cost to the District for testing Backflow devices, includes recertifications, renewals, equipment calibrations, report books, postage, and employee work time for thirteen complete days. He stated the cost to the customer is \$40.43 per device, which equates to revenue of \$8,166.86. He stated the profit to this District is \$2,818.72 after costs, not factoring in vehicle travel and maintenance, in 2025. Operator Paselk reported our pricing is far less than our local competitor testers and he has completed 206 out of 266 devices in the District. Director Goss stated

if we raise the cost and stay below our competitors it would increase revenue by 50%. President Rohner stated this program was not about making a profit but keeping our water safe. GM Neville stated he and Operator Paselk are working to allow customers to sign up for auto testing to reduce the number of letters that the office generates and mails. He went on to say there are a couple of properties that require entry into a building to test, and we have opted for safety reasons to not enter dwellings. Operator Paselk likes the service we offer our customers in testing backflows. Director Goss suggested annually testing with the District to allow pro-rating costs to help lessen the financial burden on customers.

10. ITEMS NOT ON THE AGENDA

President Rohner inquired if the District was having a holiday party. The Board consensus was no on the party.

11. AGENDA SUGGESTIONS FOR FUTURE MEETINGS

- a) HWPUD Short Term and Long-Term Disability Policy
- b) January 2026 – Mid-year Budget Review

12. ADJOURNMENT

The meeting adjourned at 4:30 pm.