Heceta Water People's Utility District
87845 Hwy 101
Florence, OR 97439
July 8, 2026
Board of Directors' Special 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 4:15 pm on July 8, 2026.

2. ROLL CALL
   Directors: Wendy Rohner, Debby Todd, Vito Coviello, Frank Spencer, and David Goss; General Manager Carl Neville, Operator Kyler Paselk and Administrative Assistant Cindy Spinner, all present.

3. NEW BUSINESS
   a) GM Resignation – GM Neville presented his resignation to the Board with his last day being July 22, 2026. Director Todd asked if we have contacted the attorney regarding the process for hiring an Interim GM. GM Neville stated the Board can appoint an Interim GM. He will confirm with the attorney the process for hiring a GM and get back to the Board at the next meeting.
   b) Appoint Interim GM – GM Neville introduced Operator Kyler Paselk for the position of Interim GM. He went on to say Operator Paselk has been with the District for 4½ years, has completed all required certifications that qualify him for the GM position. Board asked Operator Paselk questions regarding his qualifications to become the GM including education, job experience, and knowledge.
      ACTION: Director Todd made a motion to appoint Kyler Paselk as Interim GM, effective July 8, 2026. Director Coviello seconded the motion. Directors Rohner, Todd, Coviello, Spencer and Goss voted aye. There were no nay votes.
   c) Authorize Salary and Status Level –
      ACTION: Director Todd made a motion to authorize the GM starting level 1 for the Interim GM Paselk, as presented in Schedule A. Director Coviello seconded the motion. Directors Rohner, Todd, Coviello, Spencer and Goss voted aye. There were no nay votes.
   d) Appoint Budget Officer –
      ACTION: Director Todd made a motion to appoint Interim GM Paselk as Budget Officer, effective July 8, 2026. Director Goss seconded the motion. Directors Rohner, Todd, Coviello, Spencer and Goss voted aye. There were no nay votes.
   e) Appoint Investment Officer –
      ACTION: Director Todd made a motion to appoint Interim GM Paselk as Investment Officer, effective July 8, 2026. Director Spencer seconded the motion. Directors Rohner, Todd, Coviello, Spencer and Goss voted aye. There were no nay votes.
   f) Authorize Signer for Contracts and existing CIP Projects –
      ACTION: Director Todd made a motion to authorize Interim GM Paselk as signer for contracts and existing CIP projects, effective July 8, 2026. Director Spencer seconded the motion. Directors Rohner, Todd, Coviello, Spencer and Goss voted aye. There were no nay votes.
   g) Authorize Signer for Financial and Banking Services –
      ACTION: Director Todd made a motion to authorize Interim GM Paselk as signer for contracts and existing CIP projects and Authorize Signers for Banking Services to be: 1. President - Wendy Rohner, 2. Vice-President - Debby Todd, 3. Secretary/Treasurer - Vito Coviello, 4. Director - David Goss, and 5. General Manager - Kyler Paselk, effective July 8, 2026. Director Coviello seconded the motion. Directors Rohner, Todd, Coviello, Spencer and Goss voted aye. There were no nay votes.

4. ADJOURNMENT
   The meeting adjourned at 4:50 pm.