

## BEVERLY BEACH WATER DISTRICT MINUTES

SEPTEMBER 20, 2017

IN ATTENDANCE: Board President Jack Barbay, Board Members Gene Hogan, Tim Gross, and Leon Nelson; Water Operator Ted LePine; and guest Mr. Moon from Beverly Beach Store. Board Member Kendra Holloway was not present due to illness.

Gene Hogan passed out copies of two sets of minutes from August 16, 2017, the minutes for the "Special Bylaws Revision Hearing Meeting," and the minutes from the regular water board meeting. Jack passed out copies of the Beverly Beach Water District Profit & Loss Budget vs. Actual Report for August 2017, as well as copies of the District Water Quality Report for 2016.

The meeting was called to order by President Barbay at 7:04 p.m.

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### WATER OPERATOR'S REPORT:

Ted reported that the tank was good; at present there is a little above 30 feet in the tank. We are on PAC right now due to the temperature drop from the cold rain. It recently went from 15°C to 12.2°C. We got 36,000 gallons on the last run at the plant, which took 10 ½ hours. We are getting 50 gal./min. The plant maximum is listed as 100 gal./min., but Ted says it is more like 80 gal./min. It was running at 70 gal./min. at the open house, but is now down to 50 gal./min. because it is harder for the plant to work in cold weather (i.e. for the chemicals to mix).

Everything else is fine. We have had no break-ins at the plant, the creek is flowing well, and the cisterns are working well. It was suggested trying to put a filter cloth between the rings to keep the real filth out of the wet wells. Tim said that maybe we could lift them with a crane and reseal the seams. It would be worth it to reduce the filth in the incoming water in the winter. There is one seam below the water, and one seam above the water. Tim said we could use a "mastic-type" water-proof stuff to seal the seams. It would be better to attempt this in the summer because the docks and piping would have to be detached.

All pumps are working well.

The leak on 122<sup>nd</sup> St. is fixed. It was on their side of the property line.

Ted has been unable to find the service connection for Bob Arthur's house.

There have been two notices for disconnections. Ted said he hasn't gotten to them yet. One is for Gary Lowe's house, which is vacant. Tim said we should put a lien on the property to enable us to collect our past due payments in the future. Discussion on this was postponed in order to talk with Kendra (who may have said in the past that we can't do this). The lien would be filed against the tax lot, and not the people. Gene said he thought for sure that the district had put liens on places in the past that had overdue accounts and meanwhile changed ownership. He seemed to think the bank had paid off the water bill debt in those cases.

Jack thanked Ted for his help giving a tour of the plant at our recent open house. Tim said he thought we had a good turnout.

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\*\*\*\*\*Ted left the meeting at 7:16 p.m. as all water-related issues had been discussed\*\*\*\*\*

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#### PAST MEETING MINUTES:

Time was given for both sets of minutes from August 16, 2017 to be read (the minutes for the "Special Bylaws Revision Hearing Meeting", and the regular water board meeting). Tim mentioned that a correction should be made in the regular meeting minutes: the City of Newport did not donate a hot tap device to the district, it was a metal detector. Gene said he would make the correction.

Leon made a motion to accept the minutes for the "Special Bylaws Revision Hearing Meeting" of August 16, 2017. The motion was seconded by Tim. In Favor: Jack, Gene, Tim, and Leon. Opposed: None. The minutes for the "Special Bylaws Revision Hearing Meeting" passed unopposed.

Tim made a motion to accept the regular meeting minutes from August 16, 2017 with the aforementioned corrections. Leon seconded the motion. In Favor: Jack, Gene, Tim, and Leon. Opposed: None. The motion passed unanimously.

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#### MR. MOON'S BILLING CONCERNS:

Mr. Moon had some questions in light of the new rates that are going into effect for commercial businesses. He wondered if he was the only commercial business. The board told him that at present there were eight water customers that would be charged the new commercial rates. The board explained its intentions to seek out all vacation rental properties so that they can be fairly charged the new commercial rates.

Mr. Moon asked if he could have a 500 gallon storage tank and get water from a friend. The board told him this would not be allowed, and in addition he is still receiving fire protection from the district water supply.

He wondered whether it would be financially advantageous for him to disconnect for the part of the year he is gone, and reconnect on his return. Since he is gone only six months, it would not be to his advantage to pay a \$200 disconnect fee and a \$1200 reconnect fee.

He asked for the web page address for the district and where to send the payment for bills.

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#### OLD BUSINESS:

#### FINANCIALS:

Discussion of the Profit and Loss Report ensued. Tim mentioned that he would like to see a cumulative "over the year" column on the report instead of how we matched budget for that one month. He said he would talk to Lurlyn about it.

It was discussed that Lurlyn should not lump "SDC" and "Connection Fees" into the same account. In a new service, the \$6500.00 SDC Fee should go into the SDC account, while the \$1200.00 Connection Fee should go into the Maintenance, Repair, and Improvement line item.

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Mr. Moon asked how many people are on the water board, and was told five, but that Kendra was absent tonight because she was sick.

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#### WATER QUALITY REPORT:

Jack said that he had the water quality report for 2016 done by OAWU. It cost us \$140.00. They got our information online. Gene suggested that since it was our paid Water Superintendent's job to prepare, sign, and submit the report, and even after numerous prompts by the board to do so, he refused to do it, that we should short his pay by the \$140 it cost us to have it done professionally. The board decided this sounded only fair since he never responded to Jack's e-mail requests.

A motion was made by Tim to deduct \$140.00 from Darrel Lockard's pay to cover the cost of the Water Quality Report we had to have done by OAWU. The motion was seconded by Gene. In Favor: Jack, Gene, Tim, and Leon. Opposed: None. The motion passed unanimously. It was suggested that we inform him in his September paycheck that we will be shorting his October paycheck by \$140.00. Gene said he had not yet called Cody Olsen about his availability as a back-up water supervisor, but would do so soon. Tim said he had brought up the subject with him at work, but that Gene should call due to Tim's conflict of interest. Apparently Cody still has his certification for our size plant, and also his filter endorsement. Tim also said another of his employees at the City of Newport, Pat, an ex-army guy, would be a perfect fit for the job. Both people would be legitimate choices.

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Gene brought up the e-mail we had received from a customer who had concerns about radium being in our water. It was assumed there is no such contamination as it fails to show up in our water quality reports. Tim said we are "knocking on the door" with our lead levels. He also said that lead is testing on the back side of the tap.

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#### OPEN HOUSE:

Leon asked how the open house for the district building and plant had gone. The board responded that it went well, and that approximately 30-40 people attended.

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Jack explained the basics of our water system to Mr. Moon, who had some questions.

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#### VACATION RENTALS REVISITED:

Kendra has indicated that she will pass on her list of verified commercial vacation rentals to Lurlyn so that she can start billing those entities the commercial water rate. Jack asked other board members to take note of other places that are being used as vacation rentals that have not been identified as such yet. Mr. Moon offered to make us aware of any places he becomes aware of, through customer contact, that are being rented out to vacationers.

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RECENT SDAO TRAINING SESSION:

Gene brought up the recent SDAO training session that he and Leon attended on August 29<sup>th</sup>. He said it was an excellent learning experience, and that there were a lot of things the district should be doing to make it more efficient and responsible. He gave Jack an extra copy of the documents distributed at the session for reference. Just a few items, off-hand, that were discussed were (1) the fact that executive session minutes should be taken, but be put in a locked container; media should not be excluded from executive sessions, but are obligated to not report on the contents of the meeting, (2) most districts have gone to a "policy" system rather than "bylaws." They are easier to amend, and (3) There are obligations to provide an agenda, prior to all meetings, for the general public. The board discussed maybe providing a generic one each week, and adding to it at the meeting, which is allowed.

Gene told Jack he would check his notes taken at the meeting, and highlight the things specifically that the district needs to take into consideration for the future.

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A motion was made by Gene to adjourn the meeting, which was seconded by Jack. In Favor: Jack, Gene, Tim, and Leon. Opposed: None. The motion carried un-opposed, and the meeting was adjourned at 8:18 p.m.

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Signed and respectfully submitted \_\_\_\_\_  
Gene Hogan, Sec. Beverly Beach Water District- September 21, 2017

