



**SOUTHWEST LINCOLN COUNTY WATER PEOPLE'S UTILITY DISTRICT
(SWLCWPUD)**

7740 HIGHWAY 101 NORTH, YACHATS, OR // PO Box 368 Waldport, OR
www.swlcwpud.org
541-547-3315



**BOARD OF DIRECTORS MEETING AGENDA
BUDGET HEARING
31 May 2023 – 10:15 AM**

The regular meeting will be held at the District Office, 7740 Hwy. 101 North, Yachats, OR

- 1. REGULAR MEETING CALL TO ORDER**
 - a. Determine Quorum Present
 - b. Conflict of Interest Declarations
 - c. Agenda Changes and Agenda Approval – Action Item
 - d. Note Guests Present
 - e. Review and Approval of April Minutes, Special Meeting and Budget Committee Minutes – Action Item
- 2. PUBLIC INPUT – Public Input (limited to 5 minutes per speaker)**
- 3. BUDGET HEARING**
- 4. ADOPT BUDGET RESOLUTION**
- 5. TREASURER'S REPORT**
 - a. Review and Approval of Disbursements – Action Item
 - b. Monthly Financial Report – Action Item
 - c. Treasurer Report/Update
- 6. DISTRICT MANAGER'S REPORT**
 - a. Valve Project
 - b. Waterline Improvement Project funding update
 - c. Staff Certification
 - d. Newsletter
 - e. Fire Hydrants
- 7. OTHER NEW BUSINESS for BOARD CONSIDERATION**
 - a. Rate Increases
 - b. COLA
- 8. OTHER OLD BUSINESS for BOARD CONSIDERATION**
 - a. City of Yachats Water
 - b. Renewable Energy Grant
- 9. CORRESPONDENCE AND REPORTS**
- 10. OTHER ITEMS OF INTEREST**
- 11. ADJOURNMENT**

May 31, 2023

SOUTHWEST LINCOLN COUNTY WATER PUD (SWLCWPUD)
7740 HIGHWAY 101 NORTH, YACHATS, OR - PO BOX 368, WALDPORT, OR 97394-0368

www.swlcwpud.org

541-547-3315

BOARD OF DIRECTORS MEETING

31 May 2023 – 10:15 AM

1. REGULAR MEETING CALL TO ORDER	President Cuellar called the meeting to order at 10:15 AM.
a. Determine Quorum Present	President Cuellar deemed that a quorum was present: President Cuellar, Director Tucker, Director Turner and Director Sherkow.
b. Conflict of Interest Declarations	None
c. Agenda Changes and Agenda Approval – Action Item	None
d. Note Guests Present	Bill Gulacy, Dick Esler, and Waverly Hayner
e. Review and Approval of April Minutes, Special Meeting and Budget Committee Minutes – Action Item	Director Tucker moved approval of the April Board Minutes, May Special Meeting Minutes and Budget Committee Minutes. Seconded by Director Turner. Motion passed unanimously.
2. PUBLIC INPUT – Public Input (limited to 5 minutes per speaker)	None
3. FY 24 BUDGET PUBLIC HEARING	President Cuellar declared the FY 24 Budget Public Hearing open. She then asked for comments from anyone present. Hearing no comments, President Cuellar closed the hearing.
4. ADOPT FY 24 BUDGET RESOLUTION (No. 23-05)	Director Tucker moved approval of the FY 24 Budget and Resolution No. 23-05. Seconded by Director Turner. Motion passed unanimously.
5. TREASURER’S REPORT	
a. Review and Approval of Disbursements – Action Item	Director Sherkow moved that the April Disbursements be approved. The motion was seconded by Director Turner. Motion passed unanimously.
b. Monthly Financial Report – Action Item	Director Turner and DM Anderson presented the most recent Cash Flow Projection. The Board members discussed several questions and issues. Director Sherkow moved that the April Financial Report be approved. The motion was seconded by Director Turner. Motion passed unanimously.
c. Treasurer Report/Update	Director Sherkow distributed data from the US Bureau of Labor Statistics concerning April’s CPI-U for the West Region. He noted that that data and that of May will be useful in determining the COLA for employees’ pay adjustments starting July 2023. The data showed an approximate annual 5% increase in the CPI-U (West Region). After some discussion, it was decided to wait until May 2023 data becomes available on June 13th in order to make the final determination of the COLA adjustment.

6. DISTRICT MANAGER'S REPORT	
a. Valve Project	<p>DM Anderson said that the contract for this work should be available for Board consideration at the next meeting. He recalled that he was negotiating with the construction firm that helped out during the initial bolt failure incident, and since no bids were received for the project, this would be a single firm negotiation.</p> <p>He also noted that the price for the work would be higher than originally anticipated resulting in the work for PRV replacement being dropped from this contract. He estimated that the PRV work would require about \$220,000 and would be added to the Water Line Distribution Project. This work was necessary in order to provide higher fire flow pressure for the north end of the PUD area. He noted that there were specialty firms that pre-built the PRVs and vaults in a single unit, making field installation quicker and easier.</p>
b. Waterline Improvement Project funding update	DM Anderson stated that he was waiting for the official letter from the State along with the agreement. After approval by the Board, the next step would be to contract with the engineer to complete the design work, which is estimated to take about 1 year. After that was completed, then the construction bid process could commence. The FY 24 budget reflected that progression of work.
c. Staff Certification	DM Anderson noted that he recently passed the test for the Water Treatment Plant Operator – Grade 1 Certificate. Zack was scheduled to take the same test in the upcoming month.
d. Newsletter	DM Anderson said that the newsletter was mailed out to all customers and that Angela did the bulk of the work. It was all done inhouse and cost were kept low by use of the printer (under lease). Director Turner suggested that, for future editions, the Subdivision numbers be added next to the Board member names. DM Anderson said that the newsletter would be posted online through the PUD website. It was suggested that a copy be posted on the bulletin board in the Yachats Post Office lobby.
e. Fire Hydrants	DM Anderson reported that the initial phase of fire hydrant inspections and testing (for proper working order) was almost complete. The second phase would be a fire flow test done in conjunction with the staff at the Yachats Rural Fire Protection District (YRFPD). He also noted that Lincoln County was undertaking a fire mitigation planning effort with the help of OSU. This might result in additional funding for hydrants in the county. Director Tucker noted that the YRFPD had reduced its funding for hydrants from \$5,000 to \$1,500 for FY 24. This might impact the PUDs budget for this item due to the cost sharing agreement with the YRFPD.
7. OTHER NEW BUSINESS for BOARD CONSIDERATION	
a. Rate Increases	President Cuellar noted that this would be taken-up at the next Board meeting.
b. COLA	President Cuellar noted that this would be taken-up at the next Board meeting.
8. OTHER OLD BUSINESS for BOARD CONSIDERATION	
a. City of Yachats Water	President Cuellar noted that she talked with Pete Gintner (Board Legal Counsel) about this issue. She also talked with the Yachats Mayor and requested to know who, from the City, would be negotiating an agreement for water purchases. She also wanted to bring Mr. Ginter into the process immediately and get all parties “on the same page” from the beginning. She thought it was important to determine what would be required in a long-term agreement and create a common understanding with the City and the Board. Director Sherkow suggested that the PUD Board have a workshop session so that Board members could enunciate their concerns and question. DM Anderson said that he was concerned to see if there would be enough water to serve the PUD area

	and some amount desired by the City. He noted the issue of water rights and available water from the four PUD sources. He said that water rights vs. water plant operation would be an issue, as would the desirability for stream gauges and water basin capacity. Some discussion commenced among those present.
b. Renewable Energy Grant	<p>Director Sherkow stated that SWLCWPUD had been awarded a reimbursable planning grant for \$40,000.</p> <p>We would spend money and, at the end of the project, give them a request for reimbursement, receipts, final report, and list of outcomes. We pledged \$20,000 as an operating contingency (not a match - probably will not be needed). We could get 30% (\$12,000) upfront in order to get things started.</p> <p>This work must be done in 6 months. We planned to keep the public informed once the process starts. Could do this via the monthly newsletter on the back of the water bills. Probably want a public meeting before the end of the project. We also will engage a Project Team (already identified in the grant application).</p> <p>The main technology to be examined would be in-pipe micro-hydroelectric and solar, with a possibility of hydrogen fuel cells. He noted that the in-pipe and solar elements are based on existing (shelf-ready) technology and providers. A brief discussion ensued among those present.</p>
9. CORRESPONDENCE AND REPORTS	<p>President Cuellar brought up several issues related to “Forever Chemicals” and how it would impact the PUD’s testing and water treatment. Director Sherkow noted his concern about who would undertake such testing and how it would be done given the extremely small amounts to detect in the draft EPA rules. DM Anderson note that the State would inform all water utilities when the issue becomes clearer.</p> <p>Director Tucker noted that SDAO has some discounts on insurance for those entities that underwent some Board training, and asked DM Anderson to follow up see if the PUD could qualify. He also noted some issues related to smoke alarms, and encouraged those present to test their detectors with smoke to see if they are working as expected.</p>
10. OTHER ITEMS OF INTEREST	<p>Director Sherkow noted at this was the time of year for the Customer Confidence Report (CCR) to be published and that both the State and USEPA has specific standards for the report. He encouraged DM Anderson to review them. DM Anderson noted that the CCR would be available soon.</p> <p><i>Next Board Meeting was set for 10 AM on June 14, 2023.</i></p>
11. ADJOURNMENT	President Cuellar adjourned the meeting at 11:50 AM.

Roxie Cuellar, Board President
Roxie Cuellar, Director Subdivision 1

Date 7/19/23

Franklin Sherkow, Board Secretary
Franklin Sherkow, Director Subdivision 4

Date 7/19/23