



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

7740 HIGHWAY 101 NORTH, YACHATS, OR
PO Box 368 Waldport, OR 97394

www.swlcwpud.org
541-547-3315



**BOARD OF DIRECTORS MEETING AGENDA
16 SEPTEMBER 2025 – 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 August Meeting Minutes – Action Item
- 2. PUBLIC INPUT – Public Input (limited to 5 minutes per speaker)**
- 3. TREASURER'S REPORT**
 - a. Review and Approval of Disbursements – Action Item
 - b. Monthly Financial Report – Action Item
 - c. Monthly Reconciliation Report – Action Item
 - d. Treasurer Report/Update
- 4. MANAGERS REPORT**
 - a. Staffing Update
 - b. List of Issues
 - c. Waterline Project Update
 - d. District Manager Contract (Action Item) and Job Descriptions
 - e. Contingency Plan and Tank Inspections
 - f. Fleet Vehicles
- 5. OTHER NEW BUSINESS FOR BOARD CONSIDERATION**
 - a. Rate Payer Assistance
- 6. OTHER OLD BUSINESS FOR BOARD CONSIDERATION**
 - a. Master Plan Update
 - b. ODOE Renewable Energy Grant
 - c. ORWARN
- 7. CORRESPONDENCE AND REPORTS**
- 8. OTHER ITEMS OF INTEREST**
- 9. ADJOURNMENT**

All regular and special meetings are open to the public. Contact the office to attend remotely or for assistance.

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
16 September 2025 – 10:15 AM


1. REGULAR MEETING CALL TO ORDER	President Cuellar called the meeting to order at 10:20 AM.
a. Determine Quorum Present	President Cuellar deemed that a quorum was present: President Cuellar, Director Tucker, Director Sommer, and Director Sherkow. Ms. Angela Vogl, PUD Manager, and Gabriel Greenwood, Field Staff Member were also present. Vice President Anthony was excused due to medical reasons.
b. Conflict of Interest Declarations	None
c. Agenda Changes and Agenda Approval – Action Item	DM Vogl requested that the previous leak forgiveness case be discussed, and that the remainder of the regular Board meeting dates for 2025 be moved to another day of the week. Director Sherkow moved, seconded by Director Tucker, to approve the agenda as amended. Motion passed unanimously.
d. Note Guests Present	Ms. Holly Blandwen (new Water District Commissioner) – she also mentioned an upcoming meeting of the OCCC at which representatives from public agencies would speak about their respective entities. She asked for volunteers to represent the PUD.
e. Review and Approval of August Meeting Minutes – Action Item	Director Sommer moved, seconded by Director Tucker, a motion to approve the August Board Meeting Minutes. Motion passed unanimously.
2. PUBLIC INPUT – Public Input (limited to 5 minutes per speaker)	None
3. TREASURER’S REPORT	
a. Review and Approval of Disbursements – Action Item	Director Sherkow moved to approve the August Disbursements. Director Sommer seconded the motion. Motion passed unanimously.
b. Monthly Financial Report – Action Item	DM Vogl noted the unusually high water sales revenue for the month. She attributed it to a “catch-up” in the customer payments as the new billing system came online. Director Sherkow moved to approve the August Financial Report. Director Tucker seconded the motion. Motion passed unanimously.
c. Monthly Reconciliation Report – Action Item	Director Sherkow moved to approve the August Reconciliation Report (July 31, 2025). Director Sommer seconded the motion. Motion passed unanimously.
d. Treasurer Report/Update	DM Vogl briefed the Board on the Cash Flow statement, noting that there were presently 676 customers on auto-pay for their water bills.
4. MANAGERS REPORT	
a. Staffing Update	<p>DM Vogl noted that the PUD was now fully-staff. Gabe introduced Mike Pankey and Keasey Freed (field staff). He said that they were doing a great job, had exhibited good communication between staff members, and had a positive attitude about their work. DM Vogl noted the events and activities associated with certification testing.</p> <p>DM Vogl briefed the Board on job descriptions for Distribution and Treatment Operator, and for Water Treatment Operator. Board discussion centered on the relationship between some employees being “encouraged” to obtain levels of certification and being required at higher step levels. Director Sherkow suggested that the job description be more closely tied to the adopted pay structure, whereby</p>

	<p>some more junior employees would be “encouraged” to obtain certifications, while more senior employees would be “required”. This linkage would also set the pay range annually as the pay scale may be adjusted by the Board. No action was taken.</p> <p>President Cuellar asked about the status of switching Mr. Rick McClurg from a staff position to one of consultant. It was noted that he and Mr. Pet Gintner (PUD attorney) were to develop a consulting agreement. Director Sherkow noted that Mr. McClurg should be informed that he would have to carry professional and general liability insurance in his new position.</p>
b. List of Issues	<p>Several issues were discussed:</p> <p><i>Yachats Water Agreement</i> – A PRV had been spec'd and the City was prepared to pay for it. Both field staffs (City and PUD) will jointed be responsible for its installation. Gabe noted that a pressure test had been done and that a longer test might be done in the future.</p> <p><i>Correspondence with TAG</i> – A quote of \$42,741 had been received with would cover electronic communications and remote-control capability, as well as cyber-security issues for the old Dick's Fork SCADA system. After some discussion, it was decided that the issues of 1) making sure that TAG would make the system work for the price quoted, and 2) it would work with future technology at Dick's Folk treatment/storage facilities. Staff was also charged with recommending how to finance the expenditure at the October Board meeting.</p> <p><i>New Facilities</i> – Based on discussions with BizOR, it was determined that an interim meeting might be needed with BizOR before the “one stop” meeting related to financing of new capital improvements. DM Vogl said that she would follow-up on this matter.</p> <p><i>Annexations and Boundaries</i> – After some discussion, it was decided to end Mr. Nyhus's involvement and request a final invoice for work done. Mr. Gintner opined that there was no issue with the boundaries. However, it was recognized that there might be old records of annexations that had not been recorded by the County. Therefore, staff was directed to send copies of the old PUD (WD) records to the County Recorder to determine if they had been accurately recorded. Findings would be reported back to the Board at a future date (TBD).</p> <p><i>Water Rights</i> – DM Vogl reported on discussions with the State and GSI. Old/unused water rights could not be transferred, but the “rights” might be applied for as a new application. DM Vogl said that she would follow-up on the situation. GSI quoted several amounts concerning future possible work along these lines. Director Sherkow suggested that this be a topic for the FY 26-27 budget.</p> <p><i>Close-out for Valve/PRV Project (part of Bolt Replacement Project)</i> – Staff was to meet with CLPUD next week to determine how and at what price electrical power could be supplied to the new PRV along Wakonda Beach Rd. This should be done before the rainy season.</p> <p><i>Update Employee Handbook</i> – DM Vogl briefed the Board on the current status. Director Sherkow requested that the issue of Safety Meetings not be forgotten.</p> <p><i>Other issues</i> – A few questions were raised about other issues. DM Vogl responded to all.</p>

c. Waterline Project Update	DM Vogl briefed the Board about various issues. Director Sherkow drew the Board members' attention to the Civil West progress report, noting that most waterline segments were at the 75% design-complete point. DM Vogl noted that design plans from Civil West were expected soon.
d. District Manager Contract (Action Item) and Job Descriptions	Director Sherkow requested that final action be taken on the DM Contract signed on August 15, 2025 and in-effect starting July 1, 2025. Director Sherkow moved and Director Sommer seconded a motion to approve the employment contract with DM Vogl. Motion passed unanimously.
e. Contingency Plan and Tank Inspections	<p>DM Vogl and Gabe briefed the Board about contingency plans for the water system operations if one or both of the tanks at Dick's Fork and Seabrook were to be disabled. They noted that water could be redirected from Blodgett to supplement the supply and pressure to the northern part of the PUD area. It would mean the most hours of operation would be required at Blodgett while a more long-term solution was found.</p> <p>No emergency water storage solution would be required.</p> <p>Concerning tank inspections, it was noted that inspections were "recommended" and not required. DM Vogl said that there were firms that used scuba divers to inspect water tanks. It was suggested that a few larger water utilities be contacted to see how they dealt with the situation. It was also suggested that small underwater drones might be employed. DM Vogl was directed to update the Board at a future meeting.</p>
f. Fleet Vehicles	<p>DM Vogl updated the Board on the poor condition of the two trucks acquired several years ago through the State surplus equipment sales. She recommended that they be replaced with new trucks.</p> <p>After some discussion, DM Vogl was asked to return to the Board with a recommendation about the price and how to finance the purchase.</p>
g. Leak Forgiveness Case	At the May 20, 2025 Board meeting, the case of a significant leak at Olympus Family Limited Partnership's property at 5544 NE Goodwin Ave. was decided by the Board. DM Vogl said that, after a single payment of \$100 on an agreed payment plan, no further payments had been received from the customer. After some discussion, it was determined that a certified letter be sent to the customer before taking further action. The letter should contain a call for payments to continue or a lien would be placed on the property and a lock on the meter. If DM Vogl needed legal advice or a review of the letter, she should consult with Mr. Gintner (PUD Attorney).
h. Change of Board meeting dates for Oct., Nov., and Dec. 2025	DM Vogl requested that the three remaining Board meeting dates in 2025 be moved due to a course she was taking resulting in a conflict with the usual meeting dates of the third Tuesday of the month. It was agreed that that the meetings for Oct., Nov., and Dec. 2025 be moved to the third Wednesday of each month . In 2026, the meeting dates would revert to the third Tuesday, as before.
5. OTHER NEW BUSINESS FOR BOARD CONSIDERATION	
a. Rate Payer Assistance	DM Vogl distributed a summary of example programs that others use. A suggestion was made to see what CLPUD uses, if anything. It was decided that if a serious case of difficulty paying the water arises, then the Board might consider some action. Until that time, no action was taken.

6. OTHER OLD BUSINESS FOR BOARD CONSIDERATION	
a. Master Plan Update	President Cuellar relayed a conversation with BizOR staff that might indicate a meeting would be helpful prior to the “one stop meeting”. Director Sherkow said that a draft scope was in the works between Civil West and the PUD. He also noted that he would use the Waterline Project contract with Civil West as a template and cut it down to serve as the agreement framework. DM Vogl noted that BizOR indicated that they would try to get the planning grant funded by Sept. 19 th . She would follow-up with them.
b. ODOE Renewable Energy Grant	Director Sherkow noted that the grant application had been finalized and submitted to ODOE on Sept. 15 th . Work by Olivia (PUD staff) and Taylor Cox (Green Ridge Solar) were invaluable. Hard work by all parties resulted in a very good application with 10 letters of support. ODOE would determine the application’s completeness by November and make the award announcement in early January 2026.
c. ORWARN	After a brief discussion, the Board asked staff to determine any specific requirements or obligations it was assuming by joining. The topic would return to the Board in October for consideration.
7. CORRESPONDENCE AND REPORTS	<p>Director Tucker wanted to ensure that the outside parties that responded to his survey about pay scales was going to receive the result of the PUD’s action on the subject. DM Vogl said that this has been done.</p> <p>Director Tucker said that the County Planning Department had digital data (GIS files) showing buildable areas in the county and the existing zoning. He requested that staff seek this data for use by the PUD.</p>
8. OTHER ITEMS OF INTEREST	None
9. ADJOURNMENT	President Cuellar adjourned the meeting at 12:29 PM.


_____, Board President
Roxie Cuellar, Director Subdivision 1
Date 11/19/25


_____, Board Secretary
Franklin Sherkow, Director Subdivision 4
Date _____