



**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
19 October 2022 – 10:00 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 September 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. Treasurer Report/Update
- 4. DISTRICT MANAGER'S REPORT**
 - a. Valve Project funding update
 - b. Staff Certification
 - c. SDC Review
- 5. OTHER NEW BUSINESS for BOARD CONSIDERATION**
 - a. Leak Forgiveness
- 6. Other Old Business for Board Consideration**
 - a. PUD Financial Situation
 - b. Vacation Rentals
 - c. DOE Grant Status
- 7. CORRESPONDENCE AND REPORTS**
- 8. OTHER ITEMS OF INTEREST**
- 9. ADJOURNMENT**

October 5, 2022

SOUTHWEST LINCOLN COUNTY WATER PUD (SWLCWPUD)
7740 HIGHWAY 101 NORTH, YACHATS, OR - PO BOX 368, WALDPOR, OR 97394-0368
www.swlcwpud.org
541-547-3315

BOARD OF DIRECTORS MEETING
19 October 2022 – 10:00 AM

1. REGULAR MEETING CALL TO ORDER	President Cuellar called the meeting to order at 10:04 AM. President Cuellar deemed that a quorum was present: President Cuellar, Vice President Anthony, Director Turner, and Director Sherkow. Director Tucker was present starting at 11:15 AM. Director Turner departed at 11:25 AM. President Cuellar departed at 11:50 AM.
a. Determine Quorum Present	
b. Conflict of Interest Declarations	None
c. Agenda Changes and Agenda Approval – Action Item	None. However, Item #5a was moved up in the agenda to just prior to Public Comments (Item #2).
d. Note Guests Present	Mr. Michael Schlosser – water leak issue
e. Review and Approval of September Minutes – Action Item	Director Turner moved the approval of the September 28, 2022 PUD Board Meeting minutes. Vice President Anthony seconded the motion. Motion passed unanimously.
2. PUBLIC INPUT – Public Input (limited to 5 minutes per speaker)	None
3. TREASURER’S REPORT	Director Sherkow asked questions about the phone and electric bills. DM Anderson responded. Director Sherkow moved the approval of the Sept. disbursements. Vice President Anthony seconded the motion. Motion passed unanimously.
a. Review and Approval of Disbursements – Action Item	
b. Monthly Financial Report – Action Item	Director Sherkow asked a question about the fluctuation of some salary figures (month over month). DM Anderson responded. Director Sherkow moved the approval of the Sept. financial report. Vice President Anthony seconded the motion. Motion passed unanimously.
c. Treasurer Report/Update	Director Sherkow distributed a handout showing the latest national Inflation and PPI data and noted the likely impact on the PUD budget for months to come related to various costs. Director Turner noted the need to keep adequate funds in the bank as a reserve. President Cuellar noted the desirability of moving money to the Local Government Investment Pool (LGIP or pool) now that it is paying higher interest rates. <i>[Oregon State Treasury helps governments across the state, including schools and cities and counties, to stretch taxpayer dollars and keep public funds safe. Between the time that revenue is received and when the money is needed to pay expenses, governments can deposit money and earn a rate of return by accessing the Treasury-managed Oregon Short Term Fund (OSTF) through the Local Government Investment Pool (LGIP or pool).]</i> DM Anderson said that he would initiate a transfer that day or the next.
4. DISTRICT MANAGER’S REPORT	DM Anderson briefed the Board on the status of possible funding from BizOR for the bolt replacement project. After responding to some inquiries from the State, the BizOR staff recommended approval of the project.
a. Valve Project funding update	
b. Staff Certification	DM Anderson said that some staff members were attending classes in order to prepare for the State exams. Some will have to work for some period of time before certification.
c. SDC Review	President Cuellar, DM Anderson, and Pete Gintner (Board Legal Counsel) met on the SDC methodology that could be used. Mr. Gintner said that since our entity was a PUD, it was not subject to the use the State’s SDC standard methodology, and could develop its own as long as it made sense and could be

	justified. This could save time and money. DM Anderson said that he would work with President Cuellar and Mr. Gintner in order to draft a process for Board consideration.
d. Other Items	<p>4 new service applications were processed last month.</p> <p>In the first month of collecting Waldport's new franchise tax affecting some customers at the north end of the PUD area, \$45 was collected and transmitted to the City. President Cuellar said that she had discussions with the City about the list for affected customers.</p> <p>EPA has issued a requirement that water utilities must provide an inventory of their systems noting any lead piping, including the customer piping and connections. The deadline is in 2 years.</p>
5. OTHER NEW BUSINESS for BOARD CONSIDERATION	
a. Leak Forgiveness	<p>Mr. Michael Schlosser (3915 SW Ann St., Waldport) said that he had a leak on the customer-side of the line that he felt was due to reinstallation of the meter at the property. DM Anderson noted some of the history and data involved. Director Sherkow felt that this was different from the regular leak situations and it should be considered for some other split beyond the 50/50 percent (above the normal usage) that the Board considers. Vice President Anthony proposed a 70% (PUD) / 30% (Customer) split of the bill over the normal amount. After a brief discussion, Vice President Anthony moved the 70/30 split in the bill (over the normal amount). Director Sherkow seconded the motion. Motion passed unanimously.</p>
6. Other Old Business for Board Consideration	
a. PUD Financial Situation	<p>Director Sherkow briefed the Board on the Budget Builder spreadsheet, walking through 3 scenarios over a 5-year period (1. Present budget and trends; 2. Including the bolt replacement project; and 3. Including the bolt replacement project and \$4 M in additional projects – half as a grant and half as a loan).</p> <p>After some discussion, Director Turner moved that the Board adopt the Budget Builder spreadsheet as a means of examining the financial situation and various scenarios, and that the Board use it every 6 months (or more frequently, as needed) to analyze financial conditions. Vice President Anthony seconded the motion. Motion passed unanimously.</p>
- <i>Budget Builder Analysis</i>	
b. Vacation Rentals	<p>DM Anderson said that he had talked with Pete Gintner (Board Legal Counsel) about this matter. Mr. Gintner said that the PUD had significant flexibility in this matter. DM Anderson recommended that properties that were registered as Vacation Homes should be treated as businesses for the purpose of water rates. After some discussion by Board members, it was decided that a revenue estimate should be produced, and a letter be drafted to property owners to clarify their status as a vacation home (short-term rental).</p> <p>The likely properties to receive such a letter would begin with those on the Lincoln County Sheriff's Office short-term rental list. Further action at a future Board meeting was contemplated.</p>
c. DOE Grant Status	<p>Director Sherkow noted that the PUD was not awarded a planning grant in the most recent funding cycle. He noted that he was to receive feedback soon about why funding was not awarded. He also noted that some research could be done without a grant on in-pipe and other micro-hydro technology suitable for PUD's consideration.</p>
7. CORRESPONDENCE AND REPORTS	None

8. OTHER ITEMS OF INTEREST	Director Sherkow inquired about pressure tests at fire hydrants. He requested a schedule for such test results.
9. ADJOURNMENT	Vice President Anthony adjourned the meeting at 12:04 PM

Roxie Cuellar, Board President
Roxie Cuellar, Director Subdivision 1
Date 1/18/23

Franklin Sherkow, Board Secretary
Franklin Sherkow, Director Subdivision 4
Date 1/18/23