



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

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

[www.swlcwpud.org](http://www.swlcwpud.org)

541-547-3315



**BOARD OF DIRECTORS MEETING AGENDA  
18 January 2023 – 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 December 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. BUDGET AMENDMENT**
- 5. DISTRICT MANAGER'S REPORT**
  - a. Valve Project
  - b. Waterline Improvement Project funding update
- 6. OTHER NEW BUSINESS for BOARD CONSIDERATION**
  - a. Leak Forgiveness
- 7. Other Old Business for Board Consideration**
  - a. Renewable Energy Options
- 8. CORRESPONDENCE AND REPORTS**
- 9. OTHER ITEMS OF INTEREST**
- 10. ADJOURNMENT**

January 10, 2023

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

[www.swlcwpud.org](http://www.swlcwpud.org)

541-547-3315

**BOARD OF DIRECTORS MEETING**

**18 Jan 2023 – 10:00 AM**

<b>1. REGULAR MEETING CALL TO ORDER</b>	President Cuellar called the meeting to order at 10:03 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	Director Sherkow requested updates on staff certification, hydrant pressure tests, redistricting, and SDC process. He also asked that these topic stay on the Board agenda until there are some resolutions. Director Tucker asked that the newsletter be discussed. Director Sherkow moved the approval of the agenda as amended. Director Tucker seconded the motion. Motion passed unanimously.
d. Note Guests Present	None
e. Review and Approval of December Minutes – Action Item	Director Turner moved the approval of the December 2022 Board Minutes. Director Tucker seconded the motion. Motion passed unanimously.
<b>2. PUBLIC INPUT – Public Input (limited to 5 minutes per speaker)</b>	None
<b>3. TREASURER’S REPORT</b>	
a. Review and Approval of Disbursements – Action Item	After several questions were answered by DM Anderson, Director Tucker moved the approval of the Disbursement list. Director Turner seconded the motion. Motion passed unanimously.
b. Monthly Financial Report – Action Item	Director Sherkow asked that the budget variance figure be checked for several employees. The applied budget figures seemed to be misapplied. He also asked that the line item related to transfers for loan repayment be corrected to read “Transfer to SWLCWD”. With those issues to be resolved, Director Sherkow moved the approval of the December Financial Report. Director Turner seconded the motion. Motion passed unanimously.
c. Treasurer Report/Update	There was further discussion about having as much active capital in the State Pool as possible now that it was paying 3%.
<b>4. BUDGET AMENDMENT</b> - Resolution No. 23-04	<p>This Budget Amendment was determined to be necessary in order to get the budget aligned with the financial package from BizOR for the Bolt Replacement Project. DM Anderson and President Cuellar introduced the item. The floor was opened for questions or concerns. Director Sherkow noted that at last month’s meeting, Res. No. 23-03 referred to \$500,000 being offered by the State. Res. No. 23-04 refers to \$450,000. President Cuellar and DM Anderson said that they were comfortable leaving the amount for Res. No. 23-03 at \$500,000. This would give the District some leeway in the BizOR agreement, if some additional funds were needed.</p> <p>Director Sherkow noted that at last month’s meeting, it was said that this project should straddle CY 23 and CY 24 so that the repayment process could be put off as much as possible. DM Anderson said that, since the repayment amount was relatively low, he was alright having the project targeted for completion during CY 23.</p>

	<p>Director Sherkow referred to the approved Budget for the District and asked that the Board refer to it as a basis for amendment. After some discussion, it was determined that the Operating Contingency (line 31 – LB-30) be reduced by \$134,000, and that Transfers IN (line 6 – LB-10) be increased by \$134,000, and that Plant Control System &amp; Filter Upgrade (line 17 – LB-10) be correspondingly increased by \$134,000. This action would account for Item #2 on Res. No. 23-04.</p> <p>Referring to Item #1 on Res. No. 23-04, in order to account for the additional funding in the BizOR funding package, Grants &amp; Outside Funding (line 7 – LB-10) was increased by \$450,000 to a new total of \$550,000, and a new item of the “Bolt Replacement Project” was established (line 21 – LB-10) for \$450,000.</p> <p>The draft Resolution was amended to reflect the amounts and named projects as discussed. Director Sherkow moved the approval of Res. No. 23-40, as amended, with corresponding changes to the approved Budget. Director Turner seconded the motion. Motion passed unanimously.</p>
<p><b>5. DISTRICT MANAGER'S REPORT</b></p>	
<p>a. Valve Project</p>	<p>DM Anderson noted that in order to receive State funding, a Budget Amendment would have to be approved. Construction could be completed during CY 23. He also said that construction bid documents were in final draft form and ready to review by him, legal counsel, and the State staff (10 days). He said that the project could be ready to advertise for construction bids in about 2 to 3 weeks.</p> <p>After some general discussion, Director Sherkow moved and Director Tucker seconded a motion to authorize the District Manager to proceed and go out to bid for the Bolt Replacement project, as detailed. Motion passed unanimously.</p>
<p>b. Waterline Improvement Project funding update</p>	<p>DM Anderson briefed the Board on the status of the project. BizOR has allocated \$5.9 M for the project with half as a grant and half as a loan. The prospective interest rate was not yet known. More details to follow as available.</p>
<p>c. SDC</p>	<p>DM Anderson said that he had just received a proposal from Civil West Engineering for this work (dated Jan. 17, 2023), and distributed copies to the Board. After a brief discussion, Director Sherkow moved and Director Turner seconded, a motion to approve the acceptance of the proposal as a basis for an agreement with whatever modifications were defined by the District Manager, up to \$16,000.</p>
<p>d. Staff Certification</p>	<p>DM Anderson stated that Mike W. was going to take the Distribution 1 test. Also, that he and Zac were going to take the Water Treatment 1 test.</p>
<p>e. Hydrant Pressure Test</p>	<p>Director Sherkow requested a schedule for testing pressure at all hydrants.</p>
<p><b>6. OTHER NEW BUSINESS for BOARD CONSIDERATION</b></p>	
<p>a. Leak Forgiveness</p>	<p>DM Anderson introduced the subject of a leak at 7391 SW Burl Dr. under the ownership of Scott Spencer. After some discussion about the general subject of leak forgiveness, Director Sherkow moved and Director Turner seconded, a motion to approve a billing reduction based on half of the amount remaining after deducting an average monthly billed amount (determined by staff). Motion passed unanimously.</p>

<b>7. OTHER OLD BUSINESS for BOARD CONSIDERATION</b>	
a. Renewable Energy Options	Director Sherkow briefed the Board on his recommendation for going forward with this matter. He recommended that staff contact SOAR and InPipe to see if the District could get them out here for a look at our system, and suggest possible placement of hydro-electric equipment. DM Anderson agreed to do that and report back.
b. Redistricting	Director Sherkow asked about the status and thought that this matter was to be done through GIS and discussion by the DM and Director Tucker. He was unaware that the legal counsel was involved and requested clarification.
<b>8. CORRESPONDENCE AND REPORTS</b>	None
<b>9. OTHER ITEMS OF INTEREST</b>	<p>Director Tucker asked to discuss the District’s newsletter at the next meeting.</p> <p>Director Sherkow mentioned that there were planning-type projects and that the DM might not have enough time to undertake them:</p> <ol style="list-style-type: none"> <li>1. FEMA (possible projects)</li> <li>2. EPA Line Inventory (EPA mandatory)</li> <li>3. Water Conservation Plan</li> <li>4. Emergency Response Plan (Operations and Capital Investments)</li> <li>5. Development Build-Out and Water Demand Plan (may be covered by SDC process)</li> <li>6. Stream Monitoring Plan (Operations and Capital Investments)</li> <li>7. DEQ Drinking Water Protection Plan (Yachats rec’d a grant for this last year)</li> </ol> <p>Perhaps, these should be examined as part of the next budget cycle.</p> <p>The ownership of the Vingie Creek intake was discussed. It was noted that the District had an easement at that location, and that ownership was not required.</p>
<b>10. ADJOURNMENT</b>	President Cuellar adjourned the meeting at 11:40 AM.

Roxie Cuellar, Board President  
Roxie Cuellar, Director Subdivision 1

Date 2/15/23

Franklin Sherkow, Board Secretary  
Franklin Sherkow, Director Subdivision 4

Date 2/15/23