



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

7740 HIGHWAY 101 NORTH, YACHATS, OR
PO Box 368 Waldport, OR 97394
www.swlcwpud.org



**BOARD OF DIRECTORS MEETING AGENDA
18 AUGUST 2026 – 10:00 AM**

- 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 July Meeting Minutes – Action Item
- 2. DISCUSSION WITH VERDANTAS (CIVIL WEST ENGINEERING SERVICES)**
 - a. Waterline Project Update
 - i. Notice of Award and Owner-Contractor Agreement
 - b. BizOr Regional Infrastructure Fund: Request for Grant Applications
- 3. DISCUSSION WITH LEGAL COUNSEL**
 - a. Waterline Project Easement Update
- 4. PUBLIC INPUT – Public Input (limited to 5 minutes per speaker)**
- 5. 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
- 6. MANAGERS REPORT**
 - a. Audit Engagement Letter
 - b. **Resolution 27-02:** Supplemental Budget
 - c. Intergovernmental Agreement: PRV at Yachats Intertie
 - d. OSHA Inspection follow-up
 - e. List of Issues
- 7. OTHER NEW BUSINESS FOR BOARD CONSIDERATION**
 - a. Rules and Regulations Draft
- 8. OTHER OLD BUSINESS FOR BOARD CONSIDERATION**
 - a. Board Recruitment
- 9. EXECUTIVE SESSION**

Pursuant to ORS 192.660.2: The governing body of a public body may hold an executive session: (i) to review and evaluate the employment-related performance of the chief executive officer of any public body...who does not request an open hearing.
- 10. CORRESPONDENCE AND REPORTS**
- 11. OTHER ITEMS OF INTEREST**
- 12. ADJOURNMENT**

The regular meeting will be held at the District Office, 7740 Hwy. 101 North, Yachats, OR
All regular and special meetings are open to the public. Contact the office to attend remotely

August 11, 2026

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
18 August 2026 – 10:00 AM

1. REGULAR MEETING CALL TO ORDER	President Cuellar called the meeting to order at 10:00 AM.
a. Determine Quorum Present	President Cuellar deemed that a quorum was present: President Cuellar, Vice President Tucker, Director Sommer, and Director Sherkow. Ms. Angela Vogl, PUD Manager, and Gabe Greenwood, Field Staff Member were also present.
b. Conflict of Interest Declarations	None
c. Agenda Changes and Agenda Approval – Action Item	DM Vogl requested the item on Rules and Regulations (Item #7) be postponed until the September Board meeting. President Cuellar requested that a new item be added (Item #6f) concerning a customer leak issue. Director Sherkow moved that the agenda as modified be approved. It was seconded by Director Sommer. Motion passed unanimously.
d. Note Guests Present	Keven Shreeve, Verdantas (joined by phone at 10:05 AM and departed at 10:24 AM)
e. Review and Approval of July Meeting Minutes – Action Item	Director Sommer moved the approval of the July Board meeting minutes. Vice President Tucker seconded the motion. Motion passed unanimously.
2. DISCUSSION WITH VERDANTAS (CIVIL WEST ENGINEERING SERVICES)	
a. Waterline Project Update i. Notice of Award and Owner-Contractor Agreement Notice of Award and Agreement with Northcore USA LLC	DM Vogl briefed the Board on the Notice of Award and the agreement. Gabe brought up the issue of the contractor having parts available to fix pipes and fittings on the existing system as the new elements are constructed. The issue of outstanding easements was discussed as it related to which project segments could be constructed first. She also said that there were ongoing discussions with BizOR about securing additional funding to cover Schedule 3 (which has been set aside from the contract due to lack of funding). Director Sherkow wanted to make sure that discussions with the State were going in a positive direction and that, if favorably concluded in a timely manner, Schedule 3 would be reinstated via a contract amendment. DM Vogl said that that was correct. Director Sommer observed that the dollar amount of Schedule 3 did not match the reduction of the total contract amount. This needed to be corrected. The Board agreed. After some additional discussion, Vice President Tucker moved that the Notice of Award and Agreement (with Northcore USA LLC) be approved with the correction for Schedule 3's accounted for (-\$1,339,573.00). The new total is \$4,495,398.90 (not \$4,834,971.90 as shown on the July 28, 2026 memo from Verdantas to the PUD).
b. BizOr Regional Infrastructure Fund: Request for Grant Applications	Mr. Shreeve noted that there appeared to be another outside funding source that could be tapped having to do with regional infrastructure funding related to design, planning, research, and construction. The deadline is Sept. 16, 2026. Staff related that the Seabrook Pump Station was a possible target for such funding. The limit per applicant is \$1M for construction or \$250,000 for design/planning/etc. After some discussion, it was decided that DM Vogl and Gabe would produce a target for funding and advise the Board for further action before the deadline.

3. DISCUSSION WITH LEGAL COUNSEL a. Waterline Project Easement Update	DM Vogl said that work was still proceeding to resolve the remaining easements. The two problem areas were in Schedule 7 and Schedule 3. Both could be addressed by a short rerouting of the pipelines. This would remove the project from the areas causing problems. However, additional design work would be required, plus coordination with the contractor. DM Vogl was instructed to work with Verdantas on a price and schedule for such work. Work in Schedule 3 might be affected by ODOT right-of-way and BizOR funding availability for this segment.
4. PUBLIC INPUT – Public Input (limited to 5 minutes per speaker)	None
5. TREASURER'S REPORT	
a. Review and Approval of Disbursements – Action Item	Director Sommer moved to approve the July Disbursements. Director Sherkow seconded the motion. Motion passed unanimously.
b. Monthly Financial Report – Action Item	Director Sommer moved to approve the July Financial Report. Director Sherkow seconded the motion. Motion passed unanimously.
c. Monthly Reconciliation Report – Action Item	Director Sommer moved to approve the July Reconciliation Report. Director Sherkow seconded the motion. Motion passed unanimously.
d. Treasurer Report/Update	DM Vogl said that there were some complaints about the water rate increase. The FY 25 audit should be available next month. Director Sherkow requested that an additional sheet be produced for the Financial Report to track the Waterline Project.
6. MANAGERS REPORT	
a. <i>Audit Engagement Letter</i>	The PUD is to pay for the Water District annual audit. It is due to the State by Sept. 30, 2026. The cost of the audit preparation is \$1,200. Moved by Director Sommer, and seconded by Director Sherkow to engage the services of the auditor. Motion passed unanimously.
b. <i>Resolution 27-02: Supplemental Budget</i>	DM Vogl noted that this supplemental budget included money for Verdantas to prepare the FEMA application for the Dick's Fork Tank and for the master Plan Update (which will be reimbursed by the State when complete). The Mater Plan Update should be available for the September Board meeting. Moved by Vice President Tucker, seconded by Director Sherkow, to adopt Resolution 27-02: Supplemental Budget. Motion passed unanimously.
c. <i>Intergovernmental Agreement: PRV at Yachats Intertie</i>	DM Vogl introduced the topic. The Pressure Reducing Valve and accompanying vault replacement was estimated to cost \$28,000. After discussions with the City of Yachats, it was decided that the City would pay the cost, and that there would be periodic testing of it by the joint crew (PUD and City). Gabe noted the annual testing procedure. Director Sherkow was supportive of the agreement but suggested adding a phrase at the end of the last sentence of the "Agreement" section" to then read: "The PUD and the City will maintain operational procedures together <u>under the ownership of the PUD.</u> " A motion was made by Vice President Tucker, seconded by Director Sommer, to approve the draft agreement as modified by the added phrase. Motion passed unanimously.
d. OSHA Inspection Follow-up	DM Vogl went over the history of the citation and events that followed. Staff developed a confined space policy and attended training, so the PUD could appeal the fine. Because of these efforts, the fine was reduced from \$3,600 to \$1,800. The PUD's draft policy was approved by OSHA and the insurance carrier.
e. List of Issues	DM Vogl briefed the Board on a visit by RCAC to integrate the PUD's GIS to a cyber secure platform and to train staff on keeping it up to date. This opened a discussion

	about cybersecurity, wherein Director Sherkow provided a handout on the recent hacking of water utilities and another on the policies on preparations for such computer/communications intrusions. DM Vogl and Gabe distributed a handout regarding the TOSI Security the PUD uses for Blodgett SCADA. A discussion ensued about the PLCs that the FBI considers vulnerable. Director Sherkow suggested staff should basic cybersecurity protocols in the event there is a data breach of the SCADA system. <table border="1"> <tr> <td>New USDA Loan</td><td>RFQ due 9/1. Two site visits conducted</td></tr> <tr> <td>Waterline Project Amendment</td><td>Submitted 7/15/2026. Request being processed, updated proforma provided</td></tr> <tr> <td>BizOR LOI</td><td>Outreach to prospective applicants has started and will continue through the end of the year</td></tr> <tr> <td>Correspondence with Yachats</td><td> - IGA for intertie PRV included in mtg packet - Edits on McClung IGA sent to BP 8/4/26 </td></tr> <tr> <td>Wakonda PRV dewatering</td><td>8/5/26: Electrical service is active</td></tr> <tr> <td>Certifications</td><td> Tyler: D2 TBD Gabe: x-connection specialist, eligible for D2/T2 Michael/Keasey: eligible fall 2026 <i>The Board had a lengthy discussion about this item. President Cuellar and Director Sommer will develop some options for Board discussion about the certification topic. Input from the staff will be sought.</i> </td></tr> <tr> <td>Blodgett Weather Station</td><td>Working on providing data to NOAA</td></tr> <tr> <td>Radio Tower</td><td>Need staff to identify dead spots</td></tr> </table> Several other topics were touched upon.	New USDA Loan	RFQ due 9/1. Two site visits conducted	Waterline Project Amendment	Submitted 7/15/2026. Request being processed, updated proforma provided	BizOR LOI	Outreach to prospective applicants has started and will continue through the end of the year	Correspondence with Yachats	- IGA for intertie PRV included in mtg packet - Edits on McClung IGA sent to BP 8/4/26	Wakonda PRV dewatering	8/5/26: Electrical service is active	Certifications	Tyler: D2 TBD Gabe: x-connection specialist, eligible for D2/T2 Michael/Keasey: eligible fall 2026 <i>The Board had a lengthy discussion about this item. President Cuellar and Director Sommer will develop some options for Board discussion about the certification topic. Input from the staff will be sought.</i>	Blodgett Weather Station	Working on providing data to NOAA	Radio Tower	Need staff to identify dead spots
New USDA Loan	RFQ due 9/1. Two site visits conducted																
Waterline Project Amendment	Submitted 7/15/2026. Request being processed, updated proforma provided																
BizOR LOI	Outreach to prospective applicants has started and will continue through the end of the year																
Correspondence with Yachats	- IGA for intertie PRV included in mtg packet - Edits on McClung IGA sent to BP 8/4/26																
Wakonda PRV dewatering	8/5/26: Electrical service is active																
Certifications	Tyler: D2 TBD Gabe: x-connection specialist, eligible for D2/T2 Michael/Keasey: eligible fall 2026 <i>The Board had a lengthy discussion about this item. President Cuellar and Director Sommer will develop some options for Board discussion about the certification topic. Input from the staff will be sought.</i>																
Blodgett Weather Station	Working on providing data to NOAA																
Radio Tower	Need staff to identify dead spots																
f. Leak	DM Vogl said that there was a significant leak at the customer's residence in the Starr Creek area back in March. The matter of a \$4,000 bill has not been resolved or paid. The house is on the market but has not sold. The property owner in the PUD's records is deceased, and family is staying at the property. President Cuellar offered to do some research on the ownership and executor. It was decided to make the owner an offer of agreeing to the usual leak paid-off process (half of the amount over the average monthly bill) or have a lean put on the house. DM Vogl is to communicate with the owner.																
7. OTHER NEW BUSINESS FOR BOARD CONSIDERATION a. Rules and Regulations Draft	<i>Moved to the Sept. meeting.</i>																
8. OTHER OLD BUSINESS FOR BOARD CONSIDERATION a. Board Recruitment	Since someone has expressed interest in the Board position, further recruiting has been suspended.																

9. EXECUTIVE SESSION	11:45 AM to 12:00 PM
Pursuant to ORS 192.660.2: The governing body of a public body may hold an executive session: (i) to review and evaluate the employment-related performance of the chief executive officer of any public body...who does not request an open hearing.	<i>See separate minutes.</i> After the Executive Session: It was noted that the COLA increase should have applied to the DM as well as all other employees. As a result of the Executive Session, Director Sherkow suggested that the DM's salary be increase by \$3,000 annually and that the upper range for the District Manager's position be estimated at \$125,000. Vice President Tucker suggested improvements to the DM's Employment Agreement during the Executive Session in order to clarify points and enhance the language. DM Vogl agreed to the changes. Board members thanked DM Vogl for a job well done. Director Sherkow moved that the DM's salary be increased by \$3,000 annually, that the newly drafted Employment Agreement be adopted, and that the upper range for the District Manager's position be estimated at \$125,000. Director Sommer seconded the motion. Motion <u>passed</u> unanimously.
10. CORRESPONDENCE AND REPORTS	
11. OTHER ITEMS OF INTEREST	Vice President Tucker suggested taking a look at the employees' pay package in the future. It was noted that the PUD was in year two of a three-year process to adjust the salary structure. The issue of salary comparison was noted as a concern. Director Sherkow brought to the attention of the Board a new system on Property Recording Alert Service by the Lincoln County Clerk. He recommended that the PUD and individual Board members sign-up for the service which is free of charge. Director Sherkow distributed a draft sheet for the scoring of the engineering firms that submit Qualification Statements (due Sept. 1, 2026) for the USDA-Blodgett design work. He suggested that staff produce copies of any Qualification Statements for Board members on Sept. 2, 2026 for pick-up by Board members. DM Vogl said that she expected at least three submittals. President Cuellar noted that a special Board meeting could be scheduled so that action on the engineering firm's selection be made at the next Board meeting in September. President Cuellar, DM Vogl, and Gabe noted some changes in office and field staff status and hires. Vice President Tucker was interested in information about stream flow data. He also suggested that the next edition of the Rules & Regulations have a highly visible note recommending that customers have a water shut-off valve at their house or business (on their side of the meter). He also noted that the "faucet lock" be noted as a way to manage taps for some customers. They could be directed to one or more websites for examples. It was agreed that a future Board meeting should be held at Blodgett.
12. ADJOURNMENT	President Cuellar adjourned the meeting at 12:15 PM

BOARD OF DIRECTORS MEETING
18 August 2026 – 10:00 AM

Roxie Cuellar, Board President
Roxie Cuellar, Director Subdivision 1

Date 16/5/26

Franklin Sherkow, Board Secretary
Franklin Sherkow, Director Subdivision 4

Date 10/12/26