



**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
24 March 2026 – 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 February Meeting Minutes – Action Item
- 2. DISCUSSION WITH VERDANTAS (CIVIL WEST ENGINEERING SERVICES)**
 - a. Waterline Project Update
 - b. Capital Improvement Projects and USDA Loan
- 3. PUBLIC INPUT – Public Input (limited to 5 minutes per speaker)**
- 4. 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
- 5. MANAGERS REPORT**
 - a. **Resolution 26-02: Adopting a Public Records Policy**
 - b. Blodgett Bypass and WTP Flow Issue
 - c. Small Tools
 - d. DM Job Description
 - e. List of Issues
- 6. OTHER NEW BUSINESS FOR BOARD CONSIDERATION**
 - a. **Resolution 26-03: Trail Use Immunity**
- 7. OTHER OLD BUSINESS FOR BOARD CONSIDERATION**
- 8. CORRESPONDENCE AND REPORTS**
- 9. OTHER ITEMS OF INTEREST**
- 10. 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

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BOARD OF DIRECTORS MEETING

24 March 2026 – 10:05 AM

1. REGULAR MEETING CALL TO ORDER	President Cuellar called the meeting to order at 10:05 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 Gabe Greenwood, Field Staff Member were also present.
b. Conflict of Interest Declarations	None
c. Agenda Changes and Agenda Approval – Action Item	President Cuellar requested adding a new item (#1f) to elect a new Vice President and a new item (#6b) related with discussions with Yachats. Director Sherkow requested that an item be added to Item #7 related to Work Priorities for the Next 6 Months. Director Sommer moved the approval of the agenda as amended. It was seconded by Director Tucker. Motion passed unanimously.
d. Note Guests Present	Mr. Keven Shrive, Mr. Matt Wadlington, and Mr. Joshua Deaver from Verdantas (formerly Civil West Engineering) (departed after Item #2). Holly Brandwen (SWLCWD Commissioner) departed at about 11:40 AM
e. Review and Approval of February Meeting Minutes – Action Item	DM Vogl requested changes to Item #9f related to trucks. She noted that the item should read that the Tacoma truck was to be acquired and that the Board approved the execution of a purchase order to accomplish that. Sommer moved, seconded by Director Tucker, a motion to approve the February Board Meeting Minutes. Motion passed unanimously.
f. Vice President Election	President Cuellar noted that with the retirement of Vice President Anthony due to medical reasons, the position was vacant and needed to be filled. Director Tucker was approved as Vice President of the PUD by acclimation.
2. DISCUSSION WITH VERDANTAS (formerly CIVIL WEST ENGINEERING) SERVICES	Mr. Shreeve introduced Mr. Deaver and Mr. Wadlington from Verdantas as replacement for previous engineers. He noted that Mr. Lorenzo Curtis would continue on the project and would be the person that will be the site contact representative.
a. Waterline Project Update	<p>It was noted that the plans and specifications would be available in the following few weeks. Mr. Shreeve said that the firm was sorting out the personnel and felt that the right people were now in place. Mr. Wadlington said plans were being revised based on reviews. The bid documents were also being revised, and the specifications were being updated.</p> <p>President Cuellar noted that she talked with the PUD attorney, Mr. Gintner, about schedule and review of the construction contract. Director Sherkow said that a major concern was the cash flow for the project, noting that payments to the contractor were due 30 days after the invoices (to be reviewed by Verdantas) were approved for payment. BizOR would not likely have reimbursements to the PUD within that timeline. So, some outside short-term loans or line of credit would likely be needed.</p> <p>President Cuellar said that she and DM Vogl should visit with the PUD's bank to see if that could be arranged. Director Sherkow noted that RCAC (non-profit organization) works with local, State and Federal agencies on the west coast and had a loan program for water utilities, and that they should be contacted to see what terms could be developed.</p>

<p>b. Capital Improvement Projects and USDA Loan</p> <p><i>Contract with Verdantas for Preliminary Engineering Report</i></p>	<p>President Cuellar introduced the topic. She was concerned that the State might not offer the PUD the entire amount of funding that was requested. If that was the case, then the Board would have to make some decisions about priorities among the elements contained within the whole \$9.7 M request. DM Vogl provided a handout listing individual elements within the State and prospective USDA funding request.</p> <p>In the request to be made to USDA for the Alder pump station replacement, the staff isolated the Starr Creek tank to test system pressure and draw down. They found that fire suppression pressure was sufficient as per the State Fire Marshal requirements. Therefore, the Alder Pump Station Replacement, previously targeted for Federal funding, could be postponed and the SCADAPAK Replacement could be moved into that place on the USDA request along with the 3rd filter at Blodgett.</p> <p>Mr. Shreeve said that USDA would require a simple preliminary engineering report concerning the 3rd filter at Blodgett, and the SCADAPAK replacement. Director Sherkow asked about the time it would take to produce the report given the other work in progress. Mr. Shreeve said that it shouldn't take too long. Director Sherkow suggested that it could be done while the Waterline Project was out for bids.</p> <p>After some discussion, it was thought that sufficient funding could be secured from BizOR. Finally, it was too early to make contingency plans in case the funding offer was less than requested. Director Sherkow moved that: 1) "Project B" as described by DM Vogl was to be the basis of a formal funding request to USDA, 2) that she secure a proposal and contract from Verdantas related to that which was required by USDA in order to process a new loan, and 3) she take whatever actions were necessary to undertake such work as required by USDA. The motion was seconded by Director Sommer. Motion passed unanimously.</p>
<p>3. PUBLIC INPUT – Public Input (limited to 5 minutes per speaker)</p>	<p>None</p>
<p>4. TREASURER'S REPORT</p>	
<p>a. Review and Approval of Disbursements – Action Item</p>	<p>Director Sherkow moved to approve the February Disbursements. Director Sommer seconded the motion. Motion passed unanimously.</p>
<p>b. Monthly Financial Report – Action Item</p>	<p>Director Sherkow moved to approve the February Financial Report. Director Sommer seconded the motion. Director Sherkow thanked the DM for adding a page concerning the Bolt Replacement Project and hoped that a page could be added for the Waterline Project. Motion passed unanimously.</p>
<p>c. Monthly Reconciliation Report – Action Item</p>	<p>Director Sherkow moved to approve the February Reconciliation Report. Director Sommer seconded the motion. Motion passed unanimously.</p>
<p>d. Treasurer Report/Update</p>	<p>DM Vogl said that the CPA asked the State for an extension to file the audit until June 30, 2026. The State denied the request. The current timeline for the availability of the audit is now the May PUD Board meeting. The Tacoma truck should be delivered in June. She noted that the payments to Verdantas were being changed from a physical check to an e-check. She noted that since Vice President Anthony's retirement, a new bank signature card would have to be produced. Directors Cuellar, Sherkow, and Tucker would continue as signers, and Director Anthony would not. DM Vogl noted information on the Cash Flow report.</p>
<p>5. MANAGERS REPORT</p>	
<p>a. Resolution 26-02: Adopting a Public</p>	<p>After a short introduction, President Cuellar recommended that the minimum time period to charge for work to produce requested documents be changed from 15 minutes to 30</p>

BOARD OF DIRECTORS MEETING

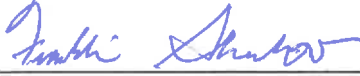
24 March 2026 – 10:05 AM

<p>Records Policy</p>	<p>minutes. DM Vogl reviewed the “Variance” section. It was noted that the “Request Form” would be added as Exhibit A. Director Sherkow moved that Resolution 26-02 be adopted and that the DM add an appropriate section to the PUD Fee Schedule corresponding to this resolution. It was seconded by Director Sommer. Motion passed unanimously.</p>
<p>b. Blodgett Bypass and WTP Flow Issue</p> <p>Komax Static Mixer and Installation</p>	<p>Gabe and DM Vogl described a condition that staff uncovered which has built up a chemical residue which may be reducing the flow from the Blodgett Water Treatment Plant. It would be addressed with the addition of a new pipe section with a static pipe mixer inside the pipe (Komax triple action static mixer). The staff recommended the stainless-steel version and would take steps to minimize issues related to dissimilar metals. It was also recommended that the pipe section be installed by an outside contractor due to the size and weight of the pipe. The pipe section was estimated at \$10,000 and installation at \$7,000. Director Sherkow moved that \$20,000 be authorized to cover the project. Vice President Tucker seconded the motion. Motion passed unanimously.</p>
<p>c. Small Tools</p>	<p>DM Vogl briefed the Board about a small tool used to exercise valves. The cost was quoted as \$11,925. After a short discussion, it was left to the DM to make the purchase since there was \$10,000 in the FY 26 PUD budget for “Small Tools” and the remainder was within her spending discretion.</p>
<p>d. DM Job Description</p>	<p>After a short discussion, Director Sommer moved the adoption of the DM Job Description. Vice President Tucker seconded the motion. Motion passed unanimously. Director Sherkow offered to work with DM Vogl on a job performance templet building off of the job description.</p>
<p>e. List of Issues</p>	<p>Due to time limitations, only a few items were reviewed. DM Vogl said that GSI was working on a proposal related to water rights. Vice President Tucker was interested in getting more water from Vingie Creek, if possible.</p> <p>Work on the power supply for the PRV on Wakonda Beach Road was discussed. Director Sherkow asked DM Vogl to notify Verdantas that the electrical infrastructure at that location had changed and that they should reflect the change in the plan set for the Waterline Project. He also asked staff to contact the County Animal Shelter now that they were open and see if there were any problems with the water service.</p> <p>Vice President Tucker updated the Board on the weather station project.</p>
<p>6. OTHER NEW BUSINESS FOR BOARD CONSIDERATION</p>	
<p>a. Resolution 26-03: Trail Use Immunity</p>	<p>Director Sherkow moved, and Director Sommer seconded a motion, to adopt the Trail Use Immunity Resolution. Motion passed unanimously.</p>
<p>b. Discussion with Yachats</p>	<p>President Cuellar briefed the Board on a meeting that she attended at the City. It was noted, in a side conversation with the Mayor, that future State funding for water utilities would be judged through the lens of consolidating small water providers. Currently, there were extra points given for funding applications at OHA that included consolidations. After some discussion, it was agreed that the PUD should monitor the situation. It might require a discussion with Mr. Ginter, PUD Attorney, and State Representative Gomberg to determine by what authority OHA was making these determinations.</p> <p>In term of staff service to the PUD by the City involving Rick McClung, the City was interested in executing an Intergovernmental Agreement, while the PUD was interested in using his services as a “consultant.” Further discussions will be required.</p>
<p>7. OTHER OLD BUSINESS FOR BOARD</p>	
	<p>Director Sherkow distributed a list of high priority items that he thought the PUD was facing in the next 6 months. He asked that staff review the list and follow up as needed.</p>

CONSIDERATION	Vice President Tucker had done some analysis on the PUD budget and was concerned about the ability to meet the PUD's obligations in the new fiscal year without significant increases in water rates. It was suggested that the Budget Builder spreadsheet and annual Budget process be used to sort out the issues.
8. CORRESPONDENCE AND REPORTS	None
9. OTHER ITEMS OF INTEREST	Director Sherkow received a flyer from Central Lincoln PUD offering \$5 for customers that went paperless in their bills. He thought that staff should consider such a program to get more PUD customers to use autopay and "go paperless" with their bills.
10. ADJOURNMENT	President Cuellar adjourned the meeting at 12:26 PM


_____, Board President
Roxie Cuellar, Director Subdivision 1

Date _____


_____, Board Secretary
Franklin Sherkow, Director Subdivision 4

Date 6/23/26