



**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

15 JULY 2025 – 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 June Meeting Minutes – Action Item
- 2. DISCUSSION WITH ENGINEERING FIRM**
 - a. Waterline Project Update
- 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. Staffing Update
 - b. List of Issues
 - c. Policies for Employee Handbook
 - d. Conservation Measures
- 6. OTHER NEW BUSINESS FOR BOARD CONSIDERATION**
 - a. Rates and Fees
 - b. Multi-project Financing
 - c. Authorization to apply for BizOR Water Planning Funds
 - d. RFQ for Master Plan
 - e. Capital improvement Projects
- 7. OTHER OLD BUSINESS FOR BOARD CONSIDERATION**
 - a. Yachats Mutual Aid and Summer Agreement
 - b. Authorization to apply for ODOE Renewable Energy Grant
 - c. ORWARN Membership

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.

June 10, 2025

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

15 July 2025 – 10:00 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 Gabriel 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 an Executive Session having to do with employees as a new Item #8 on agenda. Director Sherkow asked that the water rates item (#6a) be moved to the end of the section #6. He also asked that the Bolt Replacement Project be added as #2b. Gabe asked that issue concerning the Dick's Fork gate be added to Section #5. Director Sherkow moved, seconded by Director Tucker, to approve the agenda as amended. Motion passed unanimously.
d. Note Guests Present	None
e. Review and Approval of June Meeting and June 24 th Special Meeting Minutes – Action Item	Director Sherkow moved, seconded by Director Sommer, a motion to approve the June Meeting (June 17 th) Minutes and June 24 2025 Special Meeting Minutes. Motion passed unanimously.
2. DISCUSSION WITH ENGINEERING FIRM	
a. Waterline Project Update	Angela said that she received several draft easements from Civil West Engineering, and that they were passed onto the PUD Attorney (Mr. Pete Gintner) for review and modification. The additional funding from the State for this work had not yet been received. She was to follow up on securing this funding.
b. Bolt Replacement Project	Angela and Gabe briefed the Board on field testing to see if the ditch area could retain water potentially from the PRV vaults. Angela said that she was making the final payment to Cascade Water Works for work done on the project. Gabe said that he was going to contact Civil West Engineering to determine if more needed to be done in the field before a recommendation is to be made by the consultant.
3. PUBLIC INPUT – Public Input (limited to 5 minutes per speaker)	None
4. TREASURER'S REPORT	
a. Review and Approval of Disbursements – Action Item	Director Sherkow moved to approve the June disbursements. Director Tucker seconded the motion. Motion passed unanimously.
b. Monthly Financial Report – Action Item	Director Sherkow moved to approve the June Financial Report. Director Sommer seconded the motion. Motion passed unanimously.
c. Monthly Reconciliation Report – Action Item	Director Sherkow moved to approve the June Reconciliation Report (June 30, 2025). Director Sommer seconded the motion. Motion passed unanimously.
d. Treasurer Report/Update	Angela said that a large payment was released to Cascade Water Works for work completed. The PUD finished the fiscal year as expected from a financial point of view. Director Tucker asked how much was being paid to Rick and Russ for use of their credentials and to sign various reports. Angela said that Rick signs various reports and


	reviews other paperwork for \$800/month. Russ does not sign any reports. Rick was available for additional tasks for an hourly charge.
5. MANAGERS REPORT	
a. Staffing Update	<p>Angela noted that Olivia was becoming a full-time employee starting in August.</p> <p>President Cuellar noted that she had a conference call with the NW Natural Water System to see if additional temporary staff could be secured for the PUD. Various positions and hourly rates were discussed. The position of “utility worker” was determined to be of the most interest. NWNWS is to visit the treatment plants and maintenance facility on the upcoming Thursday. They will determine their interest and any other issues, followed by their delivery of a proposal. It was possible to have a higher-level professional available to sign-off on various tests and reports.</p> <p>Angela noted that some new resumes from prospective employees were currently being reviewed.</p> <p>There was general discussion about staff taking tests for various certificate levels for both treatment and distribution. Gabe mentioned that he was testing for treatment certification later in the year. He was considering taking a training course. That cost for that would be covered by the PUD. Director Tucker said that this could help minimize the need to outside certificate holders.</p>
b. List of Issues	<p>Angela went through the list of issues. On hydrant management, staff reported that there were problems with some older hydrants. Angela said that the Yachats Rural Fire Protection District provided a list of 5 additional hydrant location. A discussion ensued concerning how much time and effort should be spent on repairing older hydrants vs. installing new hydrants vs. repairing and inspecting all hydrants. This could be a staffing issue and/or money issue. Staff was asked to return next month with a recommendation about the path forward.</p> <p>It was decided by consensus that Starlink should be installed at Blodgett, Dick’s Fork, and possibly another remote location. TAG should be asked to interface with Starlink in order to monitor the treatment systems. In the event of an emergency, office staff would relocate to the Blodgett shop, use the Starlink and operate the billing system. Additional laptops were ordered, and a printer would need to be procured. Starlink could be established as a “residential” account.</p> <p>Several projects on the list of issues were stalled due to staff time availability.</p> <p>The Water Management Conservation Plan (WMCP) had been forwarded to “affected local governments” as required. The overdue progress report was made part of the current draft report.</p> <p>Cyber security was added to the list of issues. It would involve TAG.</p>
c. Policies for Employee Handbook	<p>Pet and Service Animals, and Paid Leave policies were briefly discussed. Director Sherkow moved to approve the two policies. Director Tucker seconded the motion. Motion passed unanimously.</p> <p>Director Sherkow said that he was providing information to Angela concerning Safety Meetings (regularly scheduled and “on the spot” meetings). This will develop into another <u>policy update</u> in the future.</p>
d. Conservation Measures	Director Tucker brought up issues related to water loss due to leaks and other issues. Staff talked about recent steps to collect more accurate data which would result in better tracking of losses.
e. Dick’s Fork Gates	Gabe reported on various vandalism incidents to break into the <u>gates</u> at the Dick’s Fork


	entry drive. Gates and locks have been cut and damaged. Staff added game cameras to attempt to track the perpetrators. Videos and other data were turned over to the Sheriff's Office. Director Tucker suggested that staff contact USFS law enforcement agents.
f. Strategies for Possible Tank Failure at Dick' Fork Treatment Plant	Staff presented some initial thoughts on the possible failure of the water storage tank at the Dick's Fork Treatment Plant. Board members encouraged staff to return with an action plan that could be implemented immediately if the tank fails. This could be a combination of temporary water storage tanks, running the Blodgett Plant and/or Dick's Fork Plant more hours, using stored water from the Blodgett tank and others.
6. OTHER NEW BUSINESS FOR BOARD CONSIDERATION	
a. Rates and Fees	<p>Director Sommer presented work that he did to produce a water rate comparison covering 9 other water utilities to the PUD's. He noted that making comparisons was difficult because of the way utilities packaged rates with and without water usage in the base charge. Some utilities used gallons while others used cubic feet. PUD appeared to fall in the middle of the residential rates compared.</p> <p>Director Tucker noted that he appreciated the work that Director Sommer did, but that that he was more interested in setting a PUD rate that reflected the operating expenses, (including labor costs) and need for capital improvements; and that each water utility was different.</p> <p>Angela presented an interactive spreadsheet showing how changes to various factors would change the overall revenue generated.</p> <p>After some discussion, Director Sherkow moved to approve an increase of 6% in the base rate and 6% in the usage rate for all customers effective July 1, 2025. Director Sommer seconded the motion. Motion passed 3-1. Director Tucker voted "no" because he has additional questions.</p>
b. Multi-project Financing	<p>Director Sherkow briefed the Board on this matter. He noted the issues covered in a recent Zoom call with WesTech about purchasing new filters. Topics covered were plans, schedules, "Buy America" requirements for Federal funding, possible building modifications, delivery issues, who will act as the contractor, and a possible near-term visit. He also mentioned a recent call with BizOR about funding and application deadlines.</p> <p>Big Picture - Funding</p> <ul style="list-style-type: none"> • We want a Federal loan for some infrastructure project(s) – USDA loan (30 yrs @ 4.1%) – no grant • Federal USDA loans >\$500,000 can be paid out as the project progresses (not at completion) • Can get this loan in the next 6 months; don't have to wait 18 months • Best Financing: BizOR has about 2 more years of funding from the Infrastructure Act – ½ grant + ½ loan (30 yrs @ 1%) • Next Infrastructure Act application deadline is Feb. 15, 2026; probably a final round of funding in 2027. • BizOR had various funding for planning grants (100% grant) • Next State planning fund application deadline is Aug. 15, 2025 or anytime, dependent on type of \$\$\$ • You can get State infrastructure funding anytime – 100% loan (% rate can vary, partly dependent on HH income)

	<p>PUD Infrastructure Issues</p> <ul style="list-style-type: none"> • DF filters are obsolete and in poor condition • BL filters have condition issues that must be addressed • Cannot take all filters offline at the same time, some projects are dependent on others being completed • DF tank is in poor condition and should be replaced • SB tank is in poor condition and should be replaced • Should have an immediate action contingency plan if either tank fails • 22,700 feet of AC pipes should be replaced • Other pipeline should be replaced with some bigger pipes <p>He also presented a project sequencing diagram which tied together Blodgett Filters, Dick's Fork Filters, Dick's Fork Tank Replacement, and 2 Pipeline Replacements. A Board discussion ensued. A key date of Feb. 15, 2026 was pointed out before which a grant application had to be made for the available Federal Infrastructure Act funding.</p> <p>A spreadsheet was presented showing financing and source of funding for the various projects and how they might affect timing.</p> <p>Director Sherkow also noted that he has recruited the top professor, Professor Burkan Isgor, from OSU to help with addressing the corrosion issues on the filter tanks. He expects a visit in late July or early August from the professor.</p>
c. Authorization to Apply for BizOR Water Planning Funds	After some discussion, Director Sherkow moved that the PUD apply for Master Plan funding from BizOR, and that the Master Plan RFQ be released. Director Sommer seconded the motion. Motion passed unanimously.
d. RFQ for Master Plan	Made part of Section #6c.
e. Capital Improvement Projects (CIP)	President Cuellar recognized the desirability to have a CIP. There was agreement on this point.
7. EXECUTIVE SESSION: Pursuant to ORS 192.660.2	From 12:40 to 12:50 PM
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, a public officer, employee or staff member who does not request an open hearing.	<p>Separate minutes.</p> <p>Action Taken in Regular Session: Director Tucker made a motion to appoint Ms. Angela Vogl as the District Manager. President Cuellar seconded the motion. Motion passed 2-1. Director Sommer was absent at the time of the vote. Director Sherkow voted "no" because of an unresolved employee issue was being left to the incoming DM, which, in his opinion, should have been addressed separately.</p> <p>A new contract would be drafted. The Board decided that the new salary would increase 10% over Angela's base salary as of August 1, 2025. It was also offered that she could call on outside consultants or other help at her discretion. It was noted that Board members would also be a resource to the new DM. The new DM would serve "at will" in an exempt position.</p>

BOARD OF DIRECTORS MEETING
15 July 2025 – 10:00 AM

8. OTHER OLD BUSINESS FOR BOARD CONSIDERATION	
a. Yachats Mutual Aid and Summer Agreement	Mutual Aid – <i>postponed until the August meeting.</i> Summer Agreement – Angela reported that she was working on changes to the agreement including an inflation factor, rate table, and usage charge. These will be presented to the City soon.
b. Authorization to Apply for ODOE Renewable Energy Grant	Director Sherkow moved to approve President Cuellar be authorized to apply for Renewable Energy Grant funding on behalf of the PUD Board. Director Tucker seconded the motion. Motion passed unanimously. Director Sherkow noted the number of support letters being gathered for the application.
c. ORWARN Membership	<i>Postponed until the August meeting.</i>
9. CORRESPONDENCE AND REPORTS	None
10. OTHER ITEMS OF INTEREST	None
11. ADJOURNMENT	President Cuellar adjourned the meeting at 1:20 PM.


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


_____, Board Secretary
Franklin Sherkow, Director Subdivision 4
Date 11/19/25