

REGULAR MEETING OF THE BOARD OF DIRECTORS

February 21, 2018

1:00 p.m.

The meeting was called to order at 1:00 pm by Chairman Hickey with Curt Lorenz, Owen Nicholson, John Handler, and Mike Sims present. Also present was Manager Bruce Halverson, Keri Scott, and Janet Lease.

There were no members of the public present.

MINUTES

Director Handler made a motion to approve the minutes of the January 17, 2018 meeting as presented. The motion was seconded by Director Nicholson and passed unanimously.

Director Handler made a motion to approve the minutes of the February 1, 2018 workshop as presented. The motion was seconded by Director Nicholson and passed unanimously.

FINANCIAL REPORT

Director Lorenz asked about the board expense line item in the December financials. Executive Assistant Lease and Manager Halverson explained the item was the donation to the annual Nehalem Merchants Dinner.

Director Nicholson made a motion to approve the financial report for the month ending December 31, 2017. The motion was seconded by Director Sims and passed unanimously.

UNFINISHED BUSINESS

There is no unfinished business at this time.

NEW BUSINESS

2018-2019 Budget Items

1-Appoint Budget Officer - Director Handler made a motion to appoint Manager Halverson as the Budget Officer for the 2018-2019 budget process. The motion was seconded by Director Sims and passed unanimously.

2-Approve Budget Calendar - Director Handler made a motion to approve the Budget Calendar as presented. The motion was seconded by Director Sims and passed unanimously.

3- Review Budget Committee - Director Handler made a motion to re-appoint Scott Krueger, Chuck Winkelman, and Ann Morgan to another three-year term. Director Sims seconded the motion and the motion passed unanimously.

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MANAGER'S REPORT

Disinfection Change Over: Manager Halverson reported the drawings are in the hands of DEQ for approval. Once approved, the changeover will mostly remain in house with the assistance of Kennedy Jenks and equipment from TMG.

NPDES Permit Renewal: The permit has received no comments during the public review period. We are still waiting on the new permit.

Portable Generator Donation: Manager Halverson met with Linda Kozlowski from the Emergency Volunteer Corps of Nehalem Bay (EVC) and gave her a tour of the warehouse facility. They discussed the option of storage for EVC equipment and disaster supplies in the warehouse. During the conversation, Manager Halverson learned that the Nehalem Methodist Church is a designated emergency location for shelter and food. Linda mentioned that the church had been looking for a generator to have in case of a prolonged outage but had been unable to procure one. Manager Halverson proposed the Agency donate the old Hawk generator that was recently replaced from Necarney City Lift Station to the EVC for use at the Nehalem Methodist Church emergency location. The Board was in agreement to donate the generator. Director Sims requested that a "goodwill disclaimer" be issued with the donation to relieve the agency from liability. Director Nicholson requested the Agency instruct the church in the maintenance of the generator. Director Nicholson proposed the donation be publicized in local news outlets as good public relations opportunity.

SDAO Conference: The annual conference was held February 9th, 10th, and 11th. Directors Lorenz, Nicholson, Handler, and Chairman Hickey attended the conference in Seaside, OR along with Office Tech Keri Scott, and Manager Halverson.

TV Inspection/Manhole Repairs: C-More Pipe's TV crew and manhole sealing crew were here the week of January 29th through February 2nd. It was raining that week and that is the perfect condition for TV Inspection. They TV'd approximately 7000 ft of sewer mains and sealed up five manholes. They found some leaky areas on Reed Rd and on Nehalem Rd. that will be repaired.

BOARD COMMENTS

SDAO Conference Comments: Directors Handler and Lorenz, and Chairman Hickey found the PERS seminar to be informative and well done. Director Handler mentioned the opportunity for the agency to pre-pay against future responsibility and qualify for matching funds from the state. Next year's conference will be in Sunriver, Oregon.

The Board discussed and decided on a 1:00 pm time for the March 21st Regular Board Meeting. The April 18th meeting will remain at 7:00 pm as it is the public hearing.

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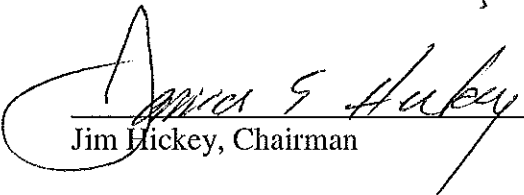
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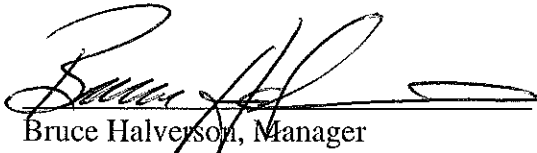
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PUBLIC COMMENTS

There were no members of the public present.

There being no further business, Chairman Hickey adjourned the meeting at 1:28 pm.


Jim Hickey, Chairman


Bruce Halverson, Manager