

BUDGET COMMITTEE MEETING

May 6, 2020 7:00 p.m. Tele/Video Conference

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The meeting was called to order by Chairman Sims at 7:01 pm. Board Members present were Jim Hickey, John Handler, David Wilson, and Owen Nicholson.

Also present were Budget Committee Members David Dillon, Laramie Myers, Scott Krueger, Chuck Winkelman, and Ann Morgan.

Others present were Budget Officer Bruce Halverson, and Executive Assistant Keri Scott.

There were no other members of the public present.

ELECTION OF CHAIRMAN

Scott Krueger nominated Ann Morgan for Chairman of the Budget Committee. The nomination was seconded by Owen Nicholson. The nomination was approved unanimously and accepted by Ann Morgan.

DELIBERATION

Chairman Morgan asked for questions regarding the Management's Discussion and Analysis Budget Message (page 3-5). There were no questions.

It was noted that the Agency is not applying for the Oregon Emergency Homeland Grant and is ineligible for the Tillamook People's Utility Grant as you cannot receive that grant in consecutive years, therefore, the grant lines were empty this year.

Page 9 has a typo in the narrative for General Fund Account Highlights-Personal Services/Salaries & Expenses. The \$3,500 health fund reserve referenced in the narrative should show \$3,000 as reflected on line 5992(page 8).

Line 5309 Software/Computer Expenses (page 10) remains at \$30,000 because the new finance computer and software did not get purchased in the 2019/2020 Budget year.

It was noted that the Disaster Preparedness Supplies expense line 5407 (page 11) was increased to cover expenses for the Emergency Septic Systems. Dave Dillon asked if the Agency continued to maintain an emergency food/water supply for employees. Manager Halverson confirmed the emergency supplies have been maintained. Budget Chairman Morgan asked for the total cost of the Emergency Septic System installed at Nehalem City Park. Manager Halverson replied that it had cost approximately \$14,000. She asked if the other city Emergency Septic Systems would cost the same. Manager Halverson is anticipating the cost to be about the same, dependent on the final location and the soil at the project sites.

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In the Improvement & Replacement Reserve Fund, line 5592, Equipment (page 14) Budget Chairman Morgan enquired about the Traveler for Irrigation at a cost of \$29,000. Bruce explained that a traveler is an engine operated irrigation system that is more efficient and requires less man power than a wheel irrigation system.

In the Improvement and Replacement Reserve Fund, line 5994 Building Improvements (page 14), the HVAC system for the Administration building that had been scheduled for replacement in the Budget year 2019/2020 was repaired instead of replaced but is expected to need replacement in the coming budget year.

Director Handler noted on the Capital Improvement Projects list (page 15) that several of the completed projects had come in well under the estimated cost. Budget Chairman Morgan asked who determined when each project would be completed. Manager Halverson responded that the Agency staff works together with the engineering firm, Kennedy Jenks, to decide what projects will be completed each year.

VOTE ON BUDGET

Budget Committee Chairman Ann Morgan asked for any final questions or statements for the budget deliberation. Chairman Morgan called for a motion to approve the proposed budget as presented. Director Nicholson made a motion to approve the 2020-2021 proposed budget. The motion was seconded by David Dillon and the motion passed unanimously.

APPROVAL OF TAX RATE

Budget Committee Chairman Ann Morgan called for a motion to approve the permanent tax rate for the Nehalem Bay Wastewater Agency of \$0.4088/1000 of assessed value. Dave Dillon made a motion to approve the full permanent tax rate of \$0.4088/1000. The motion was seconded by Director Hickey and the motion passed unanimously.

Chairman Morgan noted that no visitors were present.

There being no further discussion and business regarding the 2020-2021 proposed budget, Chairman Morgan adjourned the Budget Meeting at 7:20 p.m.



Ann Morgan, Chairman
NBWA Budget Committee