



**TERREBONNE
DOMESTIC
WATER
DISTRICT**

Regular Public Board Meeting

June 11th, 2024

The Regular Public Board Meeting was **called to order** at 1813 hours on June 11th, with 5 directors present: Eric Fisher, Jim Wilhem, Kevin Byrne, Velda Aldous and Matt Branton. Also present was District Manager Dan Bruce. No members of the public were present. There were no members of the public on Zoom.

Agenda: Eric presented the agenda to the board (see agenda).

Minutes: Minutes for the May public board meeting and the executive session were reviewed by the board. (see minutes). It was noted that the date on the May notes should have been the 14th not the 15th. Eric asked that the executive session opening statement be part of the meeting notes rather than a "see statement" note. Matt noted that he should be in the place of Debbi on the meeting notes. Jim made a motion that the board accept the minutes as presented with the noted change to the date, the addition of the opening statement and the name change, seconded by Kevin.

VOTES: Eric-yea, Jim-yea, Matt-yea, Kevin-yea, Velda-yea. Motion passed unanimously.

Treasurer's Report: The current financial report was reviewed by the board, (see report). Kevin reported \$36,661 in income, \$27,790 of expenses and \$10,992 of net income for the month of May. Current accounts showed onhand funds of \$916,999. Kevin made a motion that the board accept the financial report and the checks as presented, seconded by Jim.

VOTES: Eric-yea, Jim-yea, Matt-yea, Kevin-yea, Velda-yea. Motion passed unanimously,

Chairman's Report: Eric took a few minutes to thank the board for its work on the budget this year. He noted that the fact that the process was so smooth is a testament to everyone's input and questions that allow us to make the entire process painless.

District Manager's Report: Dan presented his report to the board. (see report)

OHA Waiver: Dan presented his report to the board. (see report) Dan reviewed a notification of a waiver he had received concerning the sanitary district wanting to place one of their sewer lines inside the standard 100 foot boundary around our well number 4. Dan has several concerns about this waiver the least of which is the fact he was not informed of the waiver until it had already been granted. Dan will be meeting with OHA soon to review our concerns about this issue. Dan will be moving forward to get the waiver reversed so as to not threaten our 2 wells. The board supported Dan's concerns and plan to move forward.

Eric reiterated that the district would continue to neither support and oppose the sanitary district but that we would oppose them on this issue.

District Parking Lot: Dan noted that he had looked into having the parking lot sealed and he felt the cost was too high. Dan and Jen will be doing the job to save money.

Business Discussed: ODOT HWY 97 Project: Dan was happy to report that our cost for the ODOT project or in and it is a big win for our district. The bid for our part if the project came in at \$208,000, about \$130,000 less than planned. Matt questioned if we were protected from change orders on the project and Dan noted that we are protected in that area. Dan will be cutting the check as soon as required for the project. Jim made a motion that the board authorize Dan to cut a check to ODOT for the sum noted on the final bid, seconded by Matt.

VOTES: Eric-yea, Jim-yea, Matt-yea, Kevin-yea, Velda-yea. Motion passed unanimously.

2024-2025 Budget: Eric confirmed that the budget committee had met 2 times and had approved a budget to be voted on by the district board. Kevin made a motion that the board accept the budget as presented, seconded by Matt.

VOTES: Eric-yea, Jim-yea, Matt-yea, Kevin-yea, Velda-yea. Motion passed unanimously. A resolution accepting the budget was filled out and signed.

Trailer Park Meter: Eric noted that the board would be going into executive session concerning a letter we received from our lawyer about the meter for the trailer park.

Executive Session: 1849 Hours: Eric read the Executive Session Opening Statement: "The Terrebonne Domestic Water District will now meet in executive session pursuant to **ORS 192.660(2)(h)**, which allows the Commission to meet in executive session

"Representatives of the news media and designated staff shall be allowed to attend the executive session. All other members of the audience are asked to leave the room. Representatives of the news media are specifically directed not to report on or otherwise disclose any of the deliberations or anything said about these subjects during the executive session except to state the general subject of the session as previously announced. No decision may be made in the executive session. At the end of the executive session, we will return to the open session and welcome the audience back to the room."

Return to Regular Board Meeting: 1905 Hours

Other Business Discussed: July Meeting: Several board members noted that they will be unable to attend the July meeting on July 9th. It was agreed that the meeting would be changed to July 10th.

Resolution On District Interest Rate Change: Jim asked that Dan prepare a new resolution that would change the interest rate the district changes to 10%.

Wages for Employees: Jim made a motion that the board authorize a cost of living increase of 3.6% for all wage scales and that both employees move up one step on that scale, second by Kevin. (see wage scales)

VOTES: Eric-yea, Jim-yea, Matt-yea, Kevin-yea, Velda-yea. Motion passed unanimously. A resolution accepting the budget was filled out and signed.

Next Regular Board Meeting: July 10th, 2024 @ 1800 hours @ TDWD district office.

Meeting Adjourned: 1915 Hours

Submitted By: Jim Wilhelm

Secretary TDWD Recorded Action Points