

## **BUDGET HEARING & REGULAR MEETING OF THE BOARD OF DIRECTORS**

June 21, 2023 7:00 p.m. NBWA Conference Room & Zoom

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The meeting was called to order by Chairman Handler at 7:05 pm with Director Sims, Director Mumey, Director Hickey, and Vice-Chairman Wilson present.

Budget Officer & Manager Bruce Halverson and Executive Assistant Keri Scott were also present.

Also present in the conference room was Budget Chair Ann Morgan. There were no participants on Zoom.

### **MINUTES**

Director Sims made a motion to approve the minutes of the May 17, 2023, meeting as presented. The motion was seconded by Director Wilson and passed unanimously.

### **FINANCIAL REPORT**

Director Sims asked about the \$7,500.00 check to G3 Electric for Disaster preparedness. The project was to incorporate generator hookups in the lift stations that did not have them. Director Hickey asked about the \$10,570.00 check to Advanced Excavation for the Manzanita water line project. The check covered four invoices, three of which were for the Manzanita water project: potholing to find the force main (\$3,848.00), repairing reverse fall (\$739.20), and adding a sewer lateral to a vacant lot (\$1,494.00). The remaining \$4,489.00 was an invoice for the installation of a new wet well at the Walker's Building Lift Station.

Director Sims made a motion to approve the financial report for the month ending April 30, 2023. The motion was seconded by Director Hickey and passed unanimously.

**BUDGET HEARING OPEN - TIME: 7:13 PM** by Chairman Handler

### **UNFINISHED BUSINESS**

There is no unfinished business at this time.

### **NEW BUSINESS**

#### **Election Results**

The Tillamook County Clerk sent the Official Abstract of the votes for the May 16, 2023 Special Election. The results show John Handler re-elected for Position #1 with 741 votes, David Wilson re-elected for Position #2 with 656 votes, and Mellissa Mumey elected for Position #3 with 650 votes.

Director Sims made a motion to accept the election results as presented by the Tillamook County Clerk and confirm the three candidates are qualified to hold the position for which they were elected. The motion was seconded by Director Hickey and passed unanimously.

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### **Resolution 2023-02: Certifying Liens to Tillamook County Assessor**

The resolution shows 22 accounts being certified to the Tillamook County Assessor totaling \$10,320.50. There were 33 certified letters representing 35 accounts mailed out on June 1<sup>st</sup> with 13 accounts being paid. Last year there were 22 accounts certified totaling \$10,816.00

Director Wilson made a motion to adopt Resolution 2023-02: Certifying Liens to Tillamook County Assessor totaling \$10,320.50. The motion was seconded by Director Hickey and passed unanimously.

There were no further comments regarding the 2023-2024 budget and no changes made to the proposed budget as approved by the budget committee.

### **BUDGET HEARING CLOSED AT 7:16 PM** by Chairman Handler

### **Resolution 2023-03: Adoption of the 2023-2024 Budget**

Director Hickey made a motion to adopt Resolution 2023-03: Adoption of the 2023-2024 Budget in the aggregate amount of \$6,941,400.00 The motion was seconded by Director Sims and passed unanimously.

### **Resolution 2023-04: Appropriation of Funds for the 2023-2024 Budget**

Director Mumey made a motion to adopt Resolution 2023-04: Appropriation of Funds for the 2023-2024 Budget categorized with General Fund at \$2,640,526; Bond Fund at \$0.00; System Development Fund at \$2,610,000; Improvement & Replacement Fund at \$705,000; Non-appropriated amount at \$985,874 totaling \$6,941,400. The motion was seconded by Director Wilson and passed unanimously.

### **Resolution 2023-05: Imposing & Levying Taxes for the 2023-2024 Budget**

Director Sims made a motion to adopt Resolution 2023-05: Imposing & Levying Taxes for the 2023-2024 Budget levying the maximum allowable rate of 0.4088/1000. The motion was seconded by Director Hickey and passed unanimously.

### **Resolution 2023-06: Imposing & Categorizing Taxes for the 2023-2024 Budget**

Under the Non-Limited, Delinquent User Fees, the certified amount approved from Resolution 2023-02 of \$10,320.50 was added.

Director Sims made a motion to adopt Resolution 2023-06: Imposing & Categorizing Taxes for the 2023-2024 Budget with the addition of the non-Limited amount of \$10,320.50 and the General Operating Levy of 0.4088/1000. The motion was seconded by Director Mumey and passed unanimously.

### **MANAGER'S REPORT**

**Irrigation:** Irrigation is going well. We have the pond levels down and that makes it a less stressful. Even with the upcoming summer flows, we should be fine.

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**River Gauge:** The USGS was here last month and did something to the new gauge on the bridge but there still isn't any data available. I have reached out to them, yet again, to try and get an update.

**Security Camera Debacle:** Keri has contacted a couple of collection agencies and is waiting on responses. I reached out to another IT company and haven't had a response from him either. We will keep trying. The owner of the company did respond in text communication and did admit to owing the money and has promised to pay.

**Wheeler North Upgrade:** We are moving forward. The electrical issues for the new panels have been resolved. Flygt and Kennedy Jenks are communicating about the plan for the panels in the new lift station. Onion Peak Design completed the additional survey work today.

**Vaccon Issues:** Thanks to Dave and our seasonal worker, Tony, the auxiliary engine seems to be running well. The engine did shut down again, however, the problem was found and the part was ordered. We are moving forward with the addition of a smaller cleaner to the fleet. The smaller vac truck will be able to navigate in tighter spaces and be able to be stored at the Warehouse.

**Office Assistant:** Ashley Meyers will be joining us next month. It will be great to have her in the office. For the time being, her work schedule will be Tues/Wed/Thurs. Eventually the job will become full time.

### **BOARD COMMENTS**

Director Sims suggested that evening meetings should be at 6:00pm instead of 7:00pm.  
The July 19<sup>th</sup> Regular Board Meeting will be at 1:00 pm  
Director Hickey will not be in attendance.

### **PUBLIC COMMENTS**

There were no members of the public present.

There being no further business, Chairman Handler adjourned the meeting at 7:35 p.m.

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John Handler, Chairman

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Bruce Halverson, Manager