

**Oceanside Water District**  
**Regular Board Meeting**  
P.O. Box 360  
Oceanside, OR 97134  
(503) 842-0370  
owd-oregon.org

**April 16, 2024 Minutes**

**OCEANSIDE WATER TREATMENT PLANT**

**BOARD MEMBERS PRESENT:**

Paul Newman, Chairman, Charles Ansorge-Vice Chair/Treasurer, Spike Klobas-Secretary, Norm Passmore (absent), Henry Wheeler (Zoom).

**STAFF PRESENT:**

Julia Johnson-Office Manager – Christian Anderson-Plant Manager-David Nordman-DCR

**GUEST:**

1. **CALL TO ORDER: 1:00 PM**
2. **APPROVAL OF AGENDA:**
  - A. Approval of the April 16, 2024, Board Meeting Agenda. **A motion was made by Mr. Ansorge to approve the April 16, 2024, Board Meeting Agenda, Ms. Klobas seconded the motion. Motion Passed.**
3. **APPROVAL OF MINUTES:**
  - A. March 19, 2024, Regular Board Meeting Minutes. **A motion was made by Mr. Ansorge to approve March 19, 2024, Regular Board Meeting Minutes, the motion was seconded by Ms. Klobas Motion Passed.**
4. **DISTRICT REPORT:** See attached
  - A. Safety Committee: Heat Illness.
5. **OFFICE REPORT:** See attached.
  - A. **A motion was made by Mr. Ansorge to raise the vacation accrual maximum to 175 hours, Mr. Ansorge seconded the motion. Motion Passed.**
6. **REVIEW OF FINANCIAL STATEMENT:**

Financial Statements as of April 16, 2024. *Consensus approved the financial statements.*
7. **REVIEW & APPROVE OF ACCOUNTS PAYABLE:**

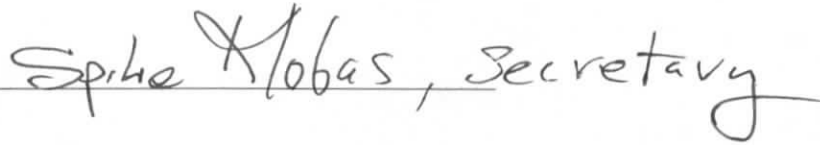
Accounts payable from March 20, 2024, through April 16, 2024, were presented for Board Approval. **A motion was made by Mr. Ansorge to approve the accounts payable from March 20, 2024, through April 16, 2024, motion was seconded by Ms. Klobas. Motion Passed.**
8. **ON-GOING BUSINESS:**
  - A. Cyber Security upgrades to SKADA are planned in the upcoming months. The cyber security precautions that have already been taken by OWD are now requirements required by the Oregon Health Authority.
  - B. **A motion was made by Mr. Ansorge to approve the letter to the State regarding our Audit requirements for inventory, Ms. Klobas seconded the motion. Motion passed.**
  - C. Netarts Water tie in with Oceanside was discussed, a meeting in May with Netarts will determine the feasibility of the tie in for emergency situations.
9. **NEW BUSINESS:**
  - A. Budget planning was discussed by Mr. Nordman and the need to increase rates in July 2024.
  - B. Part time trainee discussion for Accounts Receivable.
  - C. SDIS site visit to review the insured property is planned for next week.
10. **CORRESPONDENCE:** None.
11. **COMMISSIONER COMMENTS:**
  - A. May 21, 2024, Board Meeting will be held at the Barbara Bennett Community Hall at 1 p.m.
  - B. April 30, 2024, Mr. Newman and Mr. Wheeler agreed to sign checks.
  - C. Mr. Ansorge discussed the emergency shed location for Cape Meares emergency preparedness.

12. A motion was made by Mr. Newman to leave regular session and go into Executive Session at 3:12 pm, Mr. Ansorge seconded the motion. *Motion Passed.*
13. A motion was made by Mr. Newman to return to regular session and end the Executive Session at 3:35 p.m. Mr. Ansorge seconded the motion. *Motion Passed.*
  - A. A motion was made by Mr. Wheeler to recommend \$450,000, personnel budget for the 2024-2025, fiscal year, Mr. Newman seconded the motion. *Motion passed.*
14. Mr. Ansorge made a motion to adjourn the Regular Meeting at 3:44 p.m., Ms. Klobas seconded the motion. *Motion Passed.*

Respectfully Submitted,

Spike Klobas, Secretary

Minutes taken by Julia Johnson

A handwritten signature in black ink that reads "Spike Klobas, Secretary". The signature is written in a cursive style and is positioned over a horizontal line.