



**TERREBONNE  
DOMESTIC  
WATER  
DISTRICT**

# Regular Public Board Meeting

June 13th, 2023

**Note:** As of January 1st, 2022 all TDWD public meetings will now be available on Zoom. Information on attending can be found on the TDWD web site.

The Regular Public Board Meeting was **called to order** at 6:00 pm on June 13th, with 3 directors present: Jim Wilhem, Kevin Byrne and Debbi Wilhelm and. Also present was District Manager Dan Bruce. No members of the public were present. Eric Fisher arrived at 6:14pm.

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

**Minutes:** Minutes for the May public board meeting were reviewed by the board. (see minutes). Jim noted that there may be an error in the notes and he requested that the board wait until the July meeting to approve the meeting notes from May so he can review the records. The board approved waiting to approve the notes.

**Treasurer's Report:** The current financial report was reviewed by the board, (see report). Kevin reported \$34,497 in income, \$80,275 of expenses and -\$45,778 of income for the month of May. Current accounts showed onhand funds of \$849,859. Jim noted that he would need the "final" cash on hand number before the budget can be sent to the state. Kevin made a motion that the board accept the financial report and the checks as presented, seconded by Debbi. All in favor, motion passed.

**District Manager's Report:** Dan presented his report to the board. (see report). **Trucks:** Dan noted that the new truck has arrived and that he now has logos on all our vehicles.

**Engineer:** Dan continues to search for an engineer we can use for the district moving forward. Jim asked when this job would go out to bid and Dan noted that after he had finished his search and had talked to several more people.

**Auditor:** Dan has moved to put out a bid for a new auditor. Trying to find an auditor one call at a time is not working. Our lawyer is writing up a bid and we will be sending out to all auditors that are allowed to work in Oregon. Our last completed audit was for 2017/18 so we are now behind 5 audits. We have not heard from the county so at this point we are OK.

**Business Discussed: Hwy 97 Project:** Dan has reviewed a contract from ODOT concerning the work to be done on our system during the construction. Dan had several concerns about our ability to have oversight on our part of the work. Dan has requested Cari (our lawyer) to review the contract and possibly make a few changes. The board agreed to have two board members review the contract before it is submitted and also agree to allow those board members to sign the contract as needed. Jim made a motion that he and Kevin be assigned to review and sign the pending contract with ODOT, second by Debbi. All in favor, motion passed.

**11th Street Project:** See Hwy 97 Project.

**Surplus Vehicle:** The board discussed how to dispose of the district's old truck. It was decided that we will attempt to donate the truck to Redmond High School and barring that we will attempt to sell the truck for whatever we can get for it.

**District Meeting Building:** Eric inquired about the states of our proposed meeting building. Dan said he is working on getting set-backs approved before we move forward with build out of the building.

**The Regular Board Meeting was suspended at 6:53 pm to open the 2nd budget meeting for the 2023/24 fiscal year.**

**The Regular Board Meeting was resumed at 8:12 pm.**

**Business Discussed: 2023/2024 Fiscal Budget:**The board prepared a Resolution Making Appropriation (see resolution), reflecting the numbers derived from the 2nd budget meeting. Kevin made a motion that the board accept the resolution for the 2023/2024 fiscal year as presented, second by Debbi. All in favor, motion passed.

**Art Tassie:** Eric noted for the board that this would be Art's last meeting as a board member of the Terrebonne Domestic Water District. Both Eric and Jim thanked Art for his help over the last 8 years of his service on the board. It was noted that Art was instrumental in guiding the district during some of its most difficult times and is leaving the district in outstanding financial shape and with strong dedicated leadership. Thank you Art.

**Next Regular Board Meeting:** July 11th, 2023 @ 6:00pm @ TDWD district office.

**Meeting Adjourned:** 8:20 pm

**Submitted By:** Jim Wilhelm  
**Secretary TDWD**

**Recorded Action Points**