



**TERREBONNE
DOMESTIC
WATER
DISTRICT**

Regular Public Board Meeting

May 15th, 2024

The Regular Public Board Meeting was **called to order** at 1800 hours on May 15th, with 4 directors present: Eric Fisher, Jim Wilhem, Kevin Byrne, Velda Aldous. Also present was District Manager Dan Bruce and Matt Banton, a member of the public Guy Vernon the owner of the Rustic Ranch trailer park joined the meeting on Zoom.

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

Minutes: Minutes for the April public board meeting were reviewed by the board. (see minutes). Jim made a motion that the board accept the minutes as presented, seconded by Kevin.

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

Treasurer's Report: The current financial report was reviewed by the board, (see report). Kevin reported \$32,313 in income, \$22,177 of expenses and \$10,136 of net income for the month of April. Current accounts showed onhand funds of \$902,747. Kevin made a motion that the board accept the financial report and the checks as presented, seconded by Velda.

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

Chairman's Report: Eric noted that the board would now take the issue of position 5 on the board needing a new board member as Debbi Wilhelm had resigned her position in April. Matt Banton made a brief statement about his current employment and noted he was a current resident of the district. Eric noted that the board would have to be unanimous in voting in any new member to the board. Eric called for votes from each board member.

VOTES: Eric-yea, Jim-yea, Kevin-yea, Velda-yea. Matt was voted in unanimously.

Public Comments: Guy Vernon makes comments concerning the district wanting to upgrade the meter at the Rustic Ranch. Guy noted that he had lived in the district for over 30 years and had been active in the community. Guy noted that he had given the water district an easement on his property at no cost. Guy was concerned that the district was singling him out and making him but in a new meter that no other property had. Guy noted that he would need to increase rents if required to upgrade his meter. Guy requested that the district send him information on why they want to upgrade the meter so he can pass it to his attorney. Eric thanks Guy for attending our meeting and he hoped that Guy would continue the conversation.

Executive Session: 1902 Hours: Eric read the Executive Session Opening Statement (see statement).

Return to Regular Board Meeting: 1912 Hours

District Manager's Report: Dan presented his report to the board. (see report)
Dan noted all his topics were contained in the Business to be discussed.

Business Discussed: Trailer Park Meter: After some discussion Matt made a motion that the district make a proposal to Rustic Ranch Trailer park to install a new 4 inch meter now, at the districts expense, and to hold a 1% finance rate on any SDC fees that would be changed if and when the parks expands if they agreed not to fight the meter install. This offer would be contingent on the district being able to secure a loophole on the new building permit program through the county, seconded by Kevn.

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

ODOT Hwy 97 Project: Dan informed the board that the bids have been received concerning the Hwy 97 project. Dan has received word that the total bid came back very close to projection, but our part of the bid came in about \$100,000 less than we anticipated. Dan will be getting back to the board by our next meeting with the final numbers.

2024/25 Budget Meetings: Jim presented the board with a proposed Budget Message to be posted on the district's website and Facebook page (see Budget Message). A Budget Message is something the district has not done in the past but is required under Oregon meeting law. The board set June 4th and 11th as dates for the budget meetings. So far the district has 2 members of the public to be on the budget committee and board members were asked to attempt to get 3 more electors to be on the committee. Jim presented the board with the current proposed operating budget numbers for their review so they can be prepared for the budget meeting. Jim also noted that the committee would be discussing wages at this meeting and he will supply documentation on wage numbers.

Audits: Dan informed the board that he had recently made contact with an audit company called Umpqua Financial. After some discussion the company agreed to take on our account and help us get current on our outstanding audits. Oumqua said that they could get us caught up on audits in about 2 to 2.5 years. In the meantime Chris Mahr also contacted Dan to suggest he could complete two of our audits by the end of May. At this point the district is going to allow Chis to complete the 2 audits then we will sign a new letter of engagement with Oumqua for future needs.

Other Business Discussed: Adopt a Highway: Jim requested permission to have the district more to participate in the "Adopt a Highway" program. The district would clean up the highway through Terrebonne and have our name on signs that are located both north and south of town. **The board agreed to have Jim get the district signed up for this program. (48)**

Scholarship Donations: Jim asks that the district look into offering small scholarships to local kids attending the school here in Terrebonne. There was concern raised about if the district could do this considering our status as a special district. **The board agreed to look into some way to make this happen. (49)**

First Budget Meeting 2024/25: June 4th, 2024 @ 1800 hours @ TDWD district office.

Second Budget Meeting 2024/25: June 11th, 2024 @ 1800 hours @ TDWD district office.

Next Regular Board Meeting: June 11th, 2023 @ 1830 hours @ TDWD district office.

Meeting Adjourned: 19:35 Hours

Submitted By: Jim Wilhelm

Secretary TDWD

Recorded Action Points