

FINAL

MINUTES of the NEAH KAH NIE WATER DISTRICT BOARD MEETING REGULAR SESSION

TUESDAY OCTOBER 10TH, 2023

CALL to ORDER – Chairman Bob Joseph called the session to order via video conference at 3:07 PM quoting ORS 192.630.

Attending: Board Chair Bob Joseph via video conference, Board members David Boone, Barb Rippey, and Tom Ayres, in person. Staff present included the General Manager Carrie Mock and Operations Manager Scott Morrill in person. Public present was Ann Morgan who came late.

PUBLIC COMMENT – none.

MINUTES – REVIEW & APPROVAL – October 10th Regular meeting - Bob Joseph asked if there were any comments on the September 12th meeting minutes. Ann Morgan was present at that meeting and those revisions were made. Other minor grammatical corrections were made. Bob asked for a motion to accept the minutes with those corrections, Dave Boone moved, Barb Rippey seconded, and the minutes of the Regular Meeting were approved 4-0.

GENERAL MANAGER’S REPORT – Carrie Mock reviewed the manager report including the water data, financial information, and project updates and timelines.

REVIEW & APPROVAL of BILLS to PAY (09/08/23 – 10/06/23) – General Manager Carrie Mock reviewed the bills to pay. The bills to pay were accepted and Board Chair Bob Joseph asked for a motion to approve the total bills-to-pay in the amount of \$39,051.51 Commissioner Dave Boone so moved to approve the total bills-to-pay in the amount of \$39,051.51, The motion was seconded by Commissioner Tom Ayres, and the bills were approved to pay 4-0.

OLD BUSINESS – Tax Lot 8819 water pipe extension was discussed, and it was decided that Operations Manager Scott Morrill will put together an estimate, working with Longfellow Excavation, to get a ballpark quote for the excavation work and the cost of the 6 inch pipe needed for the extension with the meter box installation on Lot 8819. General Manager Carrie Mock contacted Nehalem Wastewater to see if it could be possible for the district to install the water pipe in the sewer easement, and that request was granted. The board will discuss further at the November 14th meeting after this information is provided.

The customer refund policy was discussed, and the examples were reviewed, Dave Boone offered to write up a template to review at the next board meeting.

NEW BUSINESS – Correct Equipment has offered the Mast in the sample system that they are selling to us, it is made of galvanized material, and has been approved.

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It was also discussed to see if our former grant writer Juliet Hyams might be available to contract out as a grant writer. The General Manager will have a discussion with her and get back to the board at the November 14th meeting.

There being no further business, the meeting was adjourned by Board Chair Bob Joseph.

Meeting Adjourned: 4:52pm

_____ Secretary

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