

## BEVERLY BEACH WATER DISTRICT MINUTES

OCTOBER 18, 2018

IN ATTENDANCE: Board President Tim Gross, Board Members Leon Nelson, and Kendra Holloway; Water Operator Ted LePine.

The meeting was called to order by President Gross at 7:05 p.m.

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### PAST MEETING MINUTES:

Kendra moved to approve the minutes of the June 20, 2018 meeting as written. The motion was seconded by Leon. In Favor: Tim, Gene, Leon, and Kendra. Opposed: None. The minutes were approved unanimously.

The notes from the September 9 meeting

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### WATER OPERATOR'S REPORT:

Ted reported the system is working reasonably well. The creek is good and the plant is producing. He reported a leak near the ODOT construction. The leak is near the store but he cannot find the source. The store value is off but water seems to be coming from above. It was decided to turn off the valve assembly @ 121<sup>st</sup> Street to see if it stops. He reports that he is not getting any assistance from Ted Dykstra and the leak could be a result of the heavy equipment. This valve does not serve any residences.

Tim was contacted by Jim at Otter Rock asking about our emergency plan. Otter Rock is a member of ORWARN and suggested we join. There is no cost. Tim will forward the information to Kendra to sign up.

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### TREASURER'S REPORT:

Financial report for September were reviewed. September net income was \$2200 and YTD net income is \$8494.39 which is right on budget. ACH billing has resulted in \$50 in postage since inception.

Lurlyn through Tim asked about writing off bad debt from 2011 & 2013. It was agreed that those debts are uncollectable and should be written off.

Tracy Goudy is over 90-days past due with promises to pay \$100 of her \$239 debt by October 17. If she paid \$100 as promised, the Board agreed to enter into a reasonable payment plan for arrearages as long as she keeps up with current bills. If she cannot abide by the agreement, her water will be turned off.

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### NEW BUSINESS

Lee Siegel submitted a resume for membership to the committee. It was decided to table this item for the next meeting

A letter was sent by the USDA requesting an Annual Financial Report. This report is due 60 days after the fiscal year; we are late. The request requires a Vulnerability Assessment/Emergency Plan Certification. SDAO has a risk assessor who may be able to help put together that plan. Kendra will reach out to SDAO to seek help.

Tim received an email from Lee Siegel questioning a Warehouse 419 acre thinning operation adjacent to Wade Creek. After review, Tim reports the notice did not mention Wade Creek.

Kendra will obtain an email list from Lurlyn and send a recruitment letter to all owners. Leon will post the need for 2 Board members on the website with the goal of appointing in December. It is too late to get them on the November ballot.

There was a discussion regarding changing the meeting time to 6:00 PM. All agreed. The time change will be posted on the website, go out with the monthly bill and be posted on the water notice board.

There being no further business, Kendra moved to adjourn, Tim seconded and the meeting ended at 7:37 PM.

Signed and respectfully submitted \_\_\_\_\_

Kendra Holloway, Treasurer October 18, 2018