

REGULAR MEETING OF THE BOARD OF DIRECTORS

February 15, 2017

1:00 p.m.

The meeting was called to order by Chairman Nicholson with Curt Lorenz, Jim Hickey and Mike Sims present. John Handler was excused. Also present was Manager Bruce Halverson, Keri Scott and Janet Lease. There were no members of the public present.

MINUTES

Curt Lorenz made a motion to approve the minutes of the January 18, 2017 meeting as presented. The motion was seconded and passed unanimously.

FINANCIAL REPORT

Curt Lorenz asked about the payments to Onion Peak Design and it was explained they are doing the day to day inspection of the Administration Building Force Main project thereby saving money by not having Kennedy/Jenks come from Portland for inspections on a day to day basis. Chairman Nicholson asked when the final payment will be made to Emery & Sons for the project. The final payment will be made once the paving is done which is scheduled for March.

Mike Sims made a motion to approve the financial report for the month ending December 31, 2016. The motion was seconded and passed unanimously.

UNFINISHED BUSINESS

There is no unfinished business at this time.

NEW BUSINESS

2017-2018 Budget Items

1-Appoint Budget Officer - Mike Sims made a motion to appoint Manager Halverson as the Budget Officer for the 2017-2018 budget process. The motion was seconded and passed unanimously.

2 & 3-Approve Budget Calendar & Review Budget Committee - The calendar is the same as previous years with the dates changed to 2017 Wednesday dates. The budget committee has no vacancies as all current committee members have agreed to continue with their current term. Mike Sims made a motion to approve the Budget Calendar and Budget Committee as presented. The motion was seconded and passed unanimously.

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MANAGER'S REPORT

Projects Update

Manager Halverson updated the Board on the following projects:

Administration Building Force Main Project: The project is 95% complete. The vault is done and the bypass was only needed for 3 days. There are a few things still being completed in the dry well. The clean-up process is underway. Emery & Sons will most likely finish up next week and then will be back to complete the paving portion of the project in the spring. Emery & Sons have been great to work with. The repair of the electrical conduit is being done by PUD, however, they have not been here yet to fix it. There was a question about the size of the hole they needed dug to fix the problem. The area of concern is exposed but they want the hole dug all the way to the pole. Owen Nicholson suggested the NBWA put an article in the paper about the project being completed. Manager Halverson explained he tried to have a progress report type of article in the paper about half way through the project but the newspaper did not call him back. He will again contact the newspaper and see if an article can be placed.

TV Inspection: C-More Pump was here and TV inspected the North Fork Road sewer lines to River Road Lift Station and the Uppertown subdivision and found a couple of gaskets which were folded over which can cause I & I. Since there was a concern that a house was connected to the storm sewer on Merton & Hallie Lane in the City of Manzanita, the sewer lines involved in the Carmel Avenue Project were reinspected. The questionable house was also dye tested and all reports show no evidence of a sewer lateral connected to the storm sewer. An addition was done to the residence with facilities added and connected properly to the existing sewer lateral serving the house. The storm sewer for this street is on the opposite side of the street from the sewer main and it would be quite a construction job for a plumber to go across the street when the house lateral is close.

Puffin Lane Extension: Mike Maloney and the group of property owners on Puffin Lane who want the sewer extended are going to utilize the Restricted Sewer Connection process rather than a PID or LID. The extension will most likely begin this spring.

NKN Mountain Property-East Side of Hwy 101: There are new owners of the property on the east side of Hwy 101 on NKN Mountain. The property is zoned in such a way that septic tanks are required. A sewer extension system can be done if the zoning is changed at the County level and the property is also annexed into the NKN Water District Boundary and the portion of the property outside the NBWA district would also have to be annexed. The concern for NKN Water District is if septic tanks are allowed then there is possible leaching of the drain fields into the water springs. The new owners are still in the discovery stage of what can and cannot be done. If they rezone and annex, the NBWA will be happy to service their subdivision. It is also noted, if a sewer extension is done, the subdivision will have to connect the main line on the east side of Hwy 101 not connecting to the sewer line in NKN Meadows Subdivision.

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BOARD COMMENTS

SDAO Conference Comments

Chairman Nicholson brought up the topic talked a lot about at the conference of Recreational Immunity. The original law passed in the 90's allowed public access to private or public facilities for recreational purposes without the fear of lawsuits. There was a new ruling by the Oregon Supreme Court that made an adjustment to that law which says, the entity cannot be sued for any incident on the property, but an employee or volunteer can be sued. However, all employees and volunteers are under the insurance jurisdiction of the entity they are serving, so that entity has to cover them with legal and insurance services. SDAO is among a lot of entities who are working with the current legislature to get the law updated to include the entity, it's employees and volunteers as the original law intended. The only area the NBWA has for public access is bird watching at the treatment plant. SDAO urged public entities not to close their facilities, but to adequately place signage and take all precautions as needed for safety. The NBWA currently has signage everywhere at the treatment plant stating where bird watchers are allowed, along with no trespassing where needed and that it is also a biohazard area. However, all agencies are encouraged to contact their representatives at the legislature to support the proposed law update when it comes up for a vote. All entities are also encouraged to pass a resolution in support of this update. The NBWA will be presenting the resolution to the Board at the March regular meeting.

Chairman Nicholson asked about the transition from USI Northwest to Hudson Insurance. The new policy with Hudson Insurance took over where USI Northwest ended. Hudson received all information about the properties, facilities and equipment from SDAO including appraisals, etc. with the transition being seamless with comparable premium costs.

PUBLIC COMMENTS

There were no members of the public present.

There being no further business, Curt Lorenz made a motion to adjourn the meeting. The motion was seconded and passed unanimously. The meeting was adjourned at 1:37 p.m.

Owen Nicholson, Chairman

Bruce Halverson, Manager