

## **REGULAR MEETING OF THE BOARD OF DIRECTORS**

November 20, 2019 1:00 p.m.

The meeting was called to order at 1:01 pm by Chairman Mike Sims, with John Handler, Director Hickey, Director Nicholson, and David Wilson present. Also present was Manager Bruce Halverson, and Office Tech Keri Scott

There were no members of the public present.

### **MINUTES**

Director Handler made a motion to approve the minutes of the October 16, 2019 meeting. The motion was seconded by Director Nicholson and passed unanimously.

### **FINANCIAL REPORT**

Director Hickey made a motion to approve the financial report for the month ending September 30, 2019. The motion was seconded by Director Handler and passed unanimously.

### **UNFINISHED BUSINESS**

There was no unfinished business.

### **NEW BUSINESS**

There was no new business.

### **MANAGER'S REPORT**

**River Discharge:** Due to the algae bloom, rain, and other elements, we started pumping into the river on October 14<sup>th</sup>. We pumped for two weeks out of compliance with DEQ and shut down when the ponds were at a safe level. November 1st we can pump legally but the river flows are too low for us to do so. We cannot pump if the river gauge is below 500 CFS. Our permit is regulated by the flow gauge up Foss. We have been in contact with the USGS to explore adding a flow gauge closer to us which would be more accurate. DEQ has no objections to this.

**Emergency Septic System:** We submitted the septic system application to Tillamook County for review, and hopefully, approval. Along with the application we submitted the fee of \$1,138.00 We will be reimbursed with the TPUD grant that we were awarded for this project. Phase 1 consists of two 1,000-gallon septic tanks, one 1,000-gallon water tank (for flushing purposes only), and of course, drain fields. We hope to get an answer from the County very soon.

**Bio-Solids Project:** We passed out the required information packets to our neighbors on Tideland Road. The comment period has passed without public comment. We are still waiting for approval from DEQ. Estimated work with start December 2020.

**Outfall Inspection:** The divers from Advanced American conducted our outfall inspection on November 5<sup>th</sup>. They reported that the diffusers look good. One was listed as needing some minor repairs next year or we could schedule a visit sooner. We will probably just add that to next year's schedule.

**Ad Building HVAC System:** The HVAC system here failed last week. We requested FreshAir come up with a quote ASAP to have it replaced immediately. Our current system was installed in 1996 so it has done its job, but it is time to replace it now before it fails again and can't be repaired at all.

Director Handler requested that a quote for a ductless system also be obtained.

**AccuFund Conference:** Keri attended the annual AccuFund conference in Colorado Springs last month. AccuFund is our financial software. The training for the other functions that AccuFund has to offer will streamline office functionality and improve our customer service by adding payment options.

**Holiday Party:**

NBWA Holiday party is planned for Saturday, December 14<sup>th</sup> at the Manzanita Lighthouse at 6:00pm.

**BOARD COMMENTS**

There will be no December Regular Board Meeting.

The next regular meeting will be January 15<sup>th</sup> at 1:00 pm.

**PUBLIC COMMENTS**

There were no members of the public present.

There being no further business, Chairman Sims adjourned the meeting at 1:27 pm



---

Mike Sims, Chairman



---

Bruce Halverson, Manager