

PACIFIC CITY JWSA BOARD OF DIRECTORS
BUSINESS MEETING MINUTES

November 7, 2006

Chairman Kellow called the meeting to order at 5:00 pm, in the Authority's meeting room.

Directors present were George Baumgardner, Jack Brooks, Dick Carter and Doug Olson.

Guests present were Betty Robinson, Carolyn McVicker, Larry Rouse and Jack Doyle.

MINUTES:

A. 09/05/06 Business Meeting Minutes.

Motion

Director Brooks moved to approve the 09/05/06 Business Meeting Minutes. Director Carter seconded, and the motion carried with five ayes.

B. 9/12/06 Advisory Committee Meeting Minutes.

Motion

Director Brooks moved to approve 9/12/06 Advisory Committee Meeting Minutes. Director Baumgardner seconded, and the motion carried with five ayes.

C. 10/3/06 Business Meeting Minutes.

Motion

Director Baumgardner stated that on page three paragraph three the word ballot should be replaced with pamphlet. Director Carter moved to approve the 10/03/06 Business Meeting Minutes with correction. Director Brooks seconded, and the motion carried with five ayes.

D. 10/12/06 Special Meeting Minutes.

Motion

Director Brooks moved to approve the 10/12/06 Special Meeting Minutes. Director Carter seconded, and the motion carried with five ayes.

FINANCIAL REPORT

A. Accounts Payable: 10/16, 10/26 and 11/7/06.

Motion

Director Brooks moved to approve the payables for 10/16, 10/26 and 11/7/06. The motion was seconded by Director Carter, and carried with five ayes.

B. Fiscal Year 2006-2007

As presented

MANAGER'S REPORT

Mr. Owen reported on the flooding that occurred November 6th and the lift stations that needed repair.

Mr. Owen stated that Director Carter had asked about the Webb Park RV Sewer Dump fees being raised from \$3.00 to \$10.00. Director Carter said that Kiwanda RV Park is charging \$6.00 and since PCJWSA does not charge a fee the difference between \$6.00 and \$10.00 is too high which creates an issue of the public dumping along the road. Director Carter continued that the county should not be making a profit. Director Carter suggested that PCJWSA ask them to reduce the fees to \$3.00 and if they choose not to that PCJWSA charge the county 80% of their fees.

Mr. Owen stated he'd had a conversation with Del Schleichert of the Tillamook County Parks Department and that the Parks Department wanted to keep all county dump fees the same. Mr. Owen asked what could be done to make an exception, to make a cooperative effort between PCJWSA and Tillamook County Parks Department so that there won't be any road dumping. Mr. Schleichert suggested that a letter be sent to the Parks Advisory Committee. Director Carter asked that the letter be sent but if there is no response by the next meeting that PCJWSA should take appropriate action. Director Olson agreed.

Mr. Owen said that an issue left unresolved from the Lodge and Spa discussions was that the SDC's when a service is upgraded to a larger size. Mr. Owen continued with should it be what the customer originally paid for the SDC or whatever the current cost may be. Director Olson said that he had different scenarios to discuss with the Board. Director Olson continued:

1. If a customer pays an SDC and they don't use it within the one year period the customer would pay for the upgrade and receive credit for the actual amount paid.
2. If a customer pays an SDC and they wish to downsize the service there will be no refunds given.

3. If a customer pays a SDC and their project changes they will be refunded their original monies, be required to reapply and pay the current rate.

Mr. Owen stated that there are four townhouses being built across from the Community Center and the water lines in this area are small and old. Mr. Owen continued that he asked the developer to tap into the eight inch main on the west side of Cape Kiwanda Drive and bring a service line across the road to feed the development. Mr. Owen continued that this would be an appropriate time to put in six inch lines throughout the area and install fire hydrants as part of the master plan. Mr. Owen stated that the cost would be approximately \$10,000.00 to \$15,000.00.

Motion

Director Brooks moved to authorize the Authority Manager to proceed with a cooperative construction project with Wing Ridge to install a six inch water main crossing Cape Kiwanda Drive and serving the Ella, Ray and Nestucca Blvd area along with the proposed development. The motion was seconded by Director Olson, and carried with five ayes.

Mr. Owen reported that Friday night the 3rd the fire department was called out to PCJWSA for a fire. Mr. Owen stated that there was no fire, that the smoke detectors were alarming for no reason. Mr. Owen said that the alarm company discovered a leak in one of the roof vents corroding a smoke detector creating a short in the system.

Mr. Owen said that there are five lots on the end of Ridge Road without sewer service and there is only a 2" water line feeding all of Ridge Road and Terrace View. Mr. Owen stated that the pressure and volume is poor in that area and this project is on the master plan. Mr. Owen continued that the property on the last lot wants to proceed with getting water and sewer to that area so the lots can be developed. Mr. Owen reported to them that the policy has been that after the design is finished, PCJWSA will hire a contractor for the infrastructure and then will bill the property owners an equal amount for that project. Mr. Owen said that typically the PCJWSA engineer would do this work but the lot owners already have an engineer in place from HLB with a design. Director Carter asked if that is the last of the lots and Mr. Owen said no that Tillamook County owns one lot in that area.

UNFINISHED BUSINESS

A. Pacific Sunset Development

Mr. Owen said that Pacific Sunset Development is not ready for acceptance and approval by PCJWSA. Mr. Owen continued that there are still issues with the pumps that they are trying to use. Mr. Owen said that he had received a request from the developer for a special meeting next week with the Board of

Directors to discuss the development. Mr. Owen said that the developer did not have approval from PCJWSA or DEQ before he purchased his pumps. Mr. Owen stated besides the pumps there are other issues, including the construction of a block building without consultation of PCJWSA so there are no building details to approve or not approve, nor does PCJWSA have title to the property of which the building sits. Director Olson stated that there is no reason to call a special meeting until all of the development details are provided and approved by the DEQ and PCJWSA. Director Olson and Mr. Owen continued that Mr. Rasch' other work has been appreciated but PCJWSA cannot approve this development. Director Olson said that he was willing to attend a special meeting but only after Mr. Rasch has worked out the issues with the state and third parties first. Director Kellow restated that the pumps are unacceptable and Mr. Rasch must go back to his engineer and come up with another pump manufacturer that will satisfy the need of the DEQ and PCJWSA. Mr. Owen recommended that all future pump stations, water and wastewater, be designed by PCJWSA engineers with the developer paying for the design and construction.

B. Bond Levy Advisory Committee

Mr. Owen reminded the board that this is Election Day and asked if the Board wished to call a meeting Thursday to discuss results. The Board agreed and a meeting was set for Thursday November 9, 2006 at 5:00 pm.

C. Brooten/Resort Waterline

Mr. Owen reported that the project is complete. Mr. Owen said the original bid amount was \$612,710.00 and the final amount was \$574,451.30. Director Brooks said it was a beautiful job and Director Carter said he heard comments from the public that it was done professionally and in a timely manner. Director Kellow asked if the county approved the job and Mr. Owen replied yes.

NEW BUSINESS

None

GUEST QUESTIONS AND COMMENTS

Mr. Rouse commented that he appreciated the recommendation of Director Olson on the SDC's but that large parcel owners should also be included in any discussion with the developers. Ms. McVicker suggested that it also be run through CPAC.

CHAIRMAN/DIRECTOR COMMENTS

Director Olson asked when the last personnel review of the Authority Manager was and Mr. Owen replied about a year and a half ago. Director Olson asked if that shouldn't be done annually and

Director Carter replied yes. Director Olson asked Mr. Owen to put it on the next agenda and hand out a copy of the last review to each of the Board members.

Chairman Kellow adjourned the meeting at 6:07 pm.

The PCJWSA Board of Directors approved these minutes on December 5, 2006 by the following votes:

Aye _____ Nay _____ Abstain _____ Absent _____

ATTEST:

Doug Kellow, Chairman

Tony Owen, Authority Manager