

PACIFIC CITY JWSA BOARD OF DIRECTORS
BUSINESS MEETING MINUTES

March 10, 2008

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

Directors present were Doug Olson, Larry Rouse and Carolyn McVicker. Dick Carter was absent

Guest Present: Ielean Rouse, Rob Royster, Betty Robinson and George Baumgardner

Staff Present: Tony Owen, Ray Cloud, Pat Hurliman and Michelle Hughes

MINUTES:

A. 02/05/08 Board and Advisory Committee Meeting Minutes.

Motion

Director Rouse moved to approve the 02/05/08 Board and Advisory Committee Meeting Minutes. Director McVicker seconded, and the motion carried with four ayes.

FINANCIAL REPORT

A. Accounts Payable: 02/14, 2/28, 3/3 & 3/10/08.

Motion

Director Rouse moved to approve the payables for 02/14, 2/28, 3/3 & 3/10/08. Director Olson seconded, and the motion carried with four ayes.

B. Fiscal Year 2007-2008

As presented

MANAGER'S REPORT

Mr. Owen introduced Pat Hurliman to the Board of Directors as the newest Operator in Training. Mr. Owen also said that Robyn Lampa was hired as an Office Assistant to cover for Michelle Hughes while she is on vacation and/or ill.

Mr. Owen reported that PCJWSA is working on obtaining bids to install new pumps and do a rehab to the station dry pit for the airport lift station. Mr. Owen continued that it might be appropriate to inquire about purchasing the property adjacent to the lift station (currently on state property) to build a new lift station and pump house. Mr. Owen continued that it could be above ground as opposed to its current location underground for several reasons including safety. Discussion ensued regarding property and location of the airport lift station.

Mr. Owen said he would like to spruce up the entrance of the office with some new landscaping to make it more welcoming to customers.

Mr. Owen stated that his computer is over 7 years old and needs to be replaced. Mr. Owen said that the quote including software is \$2,800.00. Director McVicker asked if it would be more appropriate to buy a laptop and Mr. Owen said he was considering it.

UNFINISHED BUSINESS

A. Beachy Bridge Pipeline Project

Mr. Owen reported that on Tuesday March 4, 2008 the temporary sewer line was put into use and the old sewer pipe was removed. Mr. Owen continued that the temporary waterline passed pressure testing, was disinfected and will be put in use on the 11th. Mr. Owen reported numerous problems with this project one of which is the matter of substantial and final completion date. Mr. Owen said that Change Order Number Two was submitted to the contractor to adjust the substantial completion from February 22, 2008 to April 1, 2008 and the contractor has yet to respond. Mr. Owen said that the PCJWSA attorney will be brought in to review this matter again and if the contractor fails to sign the change order then liquidated damages will be instituted beginning on February 23, 2008 in the amount of \$500.00 per day.

B. Horn Creek

Mr. Owen reported that the biological assessment applications have been completed and are in the hands of the property owners. Mr. Owen said that one of the property owners has signed the application and PCJWSA is awaiting the other property owner's signature so it may be submitted to Tillamook County. Mr. Owen continued that PCJWSA and Parametrix have agreed to put out to bid the pipeline work in the Hurliman pasture along with the directional drilling under the Nestucca River as a single contract. Mr. Owen said the in water work will be done by a separate contract. Mr. Owen gave an overview of the project as it stands and discussion ensued.

C. Water Capital Improvement Charge

Mr. Owen stated that the PCJWSA Advisory Committee at their February 7, 2008 meeting decided to recommend to the Board of Directors to not reduce the water CIC at this time in light of the increased costs associated with Horn Creek. Director Olson stated that he wasn't sure he was in agreement as he felt they had told the voters something different. Director Olson continued that he thought there was an understanding that if the bond passed the CIC charge would be reduced to the previous rate, but, felt that there was a compelling argument to keep the rate as is as conditions have changed and PCJWSA does not operate in a deficit. Discussion continued.

D. 2008/2009 Fiscal Year Budget

Mr. Owen stated that he would have a draft budget document ready for review late in March or early April.

NEW BUSINESS

A. Bureau of Land Management Property

Mr. Owen reported that the Bureau of Land Management (BLM) may be interested in divesting itself of the 80 acre parcel neighboring the WWTP. Mr. Owen stated that Rob Royster was present representing CPAC and that the Tillamook County Commissioners would like to see PCJWSA and CPAC work together on this issue. Mr. Owen said that in order for BLM to divest itself from this parcel PCJWSA would have to be accommodated with additional land in order to protect its infrastructure. Mr. Owen suggested that maybe PCJWSA needed additional acreage for a potential emergency site if there ever is a Tsunami. Mr. Owen asked Mr. Royster what the CPAC thoughts were and Mr. Royster replied that the general consensus was that PCJWSA should be able to obtain the amount of acreage that is needed and the rest be recreational use property. Mr. Royster continued that Tillamook County needs a formal plan from CPAC and PCJWSA to go forward. Director Olson suggested that both Boards meet to work out a scenario to present to Tillamook County for the parcel.

B. Aspen Pacific Subdivision – The Summit at Pacific City (Meyerstein 54 Acres)

Mr. Owen stated that PCJWSA has received an application for review of the preliminary drawings of the Aspen Pacific Subdivision. Mr. Owen continued that they are proposing 111; single family building sites on the Meyerstein 54 acre parcel and Tillamook County indicated numerous hurdles that the developer must overcome. Mr. Owen said there are issues with topography in regards to water and sewer along with access to the property. Mr. Owen suggested that he approach the PCJWSA attorney regarding the law and not provide water and sewer availability until they have taken care of issues with access. The board concurred. Mr. Owen gave an overview of the property as to its annexation into the PCJWSA boundary by the Pacific City Sanitary District. Mr. Owen stated that an Ordinance was adopted and as part of the sewer SDC an additional amount would be owed for the Sanitary Bond in place at the time to construct the wastewater treatment facility and collection system starting from

annexation to present. Chairman Kellow presented a history of the property with regards to the access issues.

GUEST QUESTIONS AND COMMENTS

None

UNSCHEDULED

None

CHAIRMAN/DIRECTOR COMMENTS

None

Director Kellow adjourned the regular meeting at 6:00 pm

The PCJWSA Board of Directors approved these minutes on April 1, 2007 by the following votes:

Aye_____ Nay_____ Abstain_____ Absent_____

ATTEST:

Doug Kellow, Chairman

Tony Owen, Authority Manager