

GLENEDEN SANITARY DISTRICT
Regular Board Meeting and Budget Hearing
6595 Gleneden Beach Loop
June 14, 2023
4:00 PM

OPENING

President Phil Jensen opened the regular board meeting at 4:00 p.m.

ROLL CALL

Present in person were Director Gary Wakeman, Director Kent Stevens, Director Ray Burleigh, Contract Superintendent Michael Bauman, Office Manager Danielle Hutton, and Recording Secretary Nancy Noteboom. President Phil Jensen and Director John Alita were present via Microsoft Teams. In the audience were Jim Newton, Georgia Newton, and John Heath.

PLEDGE OF ALLEGIANCE

All stood for the Pledge of Allegiance.

ITEMS FROM THE AUDIENCE

Jimmy Newton suggested putting the fact sheet as a stuffer with the monthly invoices. Office Manager Hutton commented that it cost \$400.

John Heath commented that the City of Depoe Bay hasn't filed their audit with the Secretary of State since FY18-19.

MINUTES OF PREVIOUS MEETINGS

Director Wakeman moved to approve the minutes from the May 10, 2023 Regular Board meeting. Director Burleigh seconded the motion. All present voted in favor. The motion passed unanimously.

TREASURER'S REPORT

The Board reviewed the cash status, financial summary reports, and the payment of bills. Director Burleigh moved to approve the payment of bills. Director Wakeman seconded the motion. All present voted in favor. The motion passed unanimously.

Financial reports have been received from Depoe Bay through April 2023. Office Manager Hutton went through the reports and made necessary corrections. The corrected copy was emailed back to Depoe Bay on June 6th. Confirmation of receipt was received but no further communication as to a revision of their financial reports. Hopefully we will receive all information closely after the fiscal year in order to process the fiscal year end payment.

The final payment has been made to R&G Construction for the Pump Station Project. This was paid from our General Fund therefore reducing the possible DEQ loan amount by \$10,808.00.

TREASURER'S REPORT CONT'D

Office Manager Hutton has requested from DEQ a new amortization schedule with the new loan amount. First payment will be due February of 2024.

SUPERINTENDENT'S REPORT

Superintendent Bauman advised the Board that West Coast CIPP Supply has quoted us for performing camera inspection of the sewer lines.

Superintendent Bauman advised the Board that DEQ has reviewed the WWTFP and has asked some questions of Tim Gross with Civil West. Tim hasn't yet responded. Superintendent Bauman has invited Tim and Ken Condit with HHPR to the July meeting.

Superintendent Bauman discussed the upcoming HOA meetings. Office Manager Hutton will send out an email with the schedule. We request that only 2 board members attend.

NEW BUSINESS

Approve Resolution 23-01 Adopting Budget and Levying Taxes FY23-24

Office Manager Hutton read Resolution 23-01, a Resolution Adopting the Budget and Levying Taxes for FY23-24, by title only. A motion was made by Director Stevens and seconded by Director Burleigh to approve Resolution 23-01, a copy of which is attached hereto, and by this reference made a part of these minutes. All present voted in favor. The motion passed unanimously.

Approve Resolution 23-02 Property Tax Levy-Delinquent Accounts

Office Manager Hutton reviewed Resolution 23-02, a Resolution for Property Tax Levy-Delinquent Accounts. A motion was made by Director Burleigh and seconded by Director Stevens to approve Resolution 23-02, a copy of which is attached hereto, and by this reference made a part of these minutes. All present voted in favor. The motion passed unanimously.

Approve Resolution 23-03 Authorizing Transfers if Needed

Office Manager Hutton read Resolution 23-03, a Resolution Authorizing transfers from contingency to contract services. A motion was made by Director Wakeman and seconded by Director Stevens to approve Resolution 23-03, a copy of which is attached hereto, and by this reference made a part of these minutes. The motion passed by the following vote:

YAY 5 (Jensen, Alita, Stevens, Burleigh, Wakeman)

NAY 0

ABSENT 0

Director Burleigh made a motion to approve the Official Abstract of Votes for the May 16, 2023 Special Election for Director Phil Jensen, Director John Alita, Director John Heath and Director Jimmy Newton. Director Stevens seconded the motion. All present voted in favor. A copy is attached hereto, and by this reference made a part of these minutes.

NEW BUSINESS CONT'D

Office Manager Hutton has paperwork authorizing the new Board Members to be added to the Oregon Coast Bank accounts. A motion was made by Director Burleigh and seconded by Director Stevens to approve adding John Heath and Jimmy Newton as authorized signers and removing Kent Stevens and Gary Wakeman from the Oregon Coast Bank account as of July 1, 2023. All present voted in favor. The motion passed unanimously.

OATH OF OFFICE

Oath of Office was administered to newly elected Director Jimmy Newton and Director John Heath.

OLD BUSINESS

None

ADJOURN

There was no other business to come before the Board and Director Burleigh moved to adjourn the meeting. Director Alita seconded the motion. All present voted in favor. The meeting was adjourned at 4:41 pm.

Respectfully submitted,

 _____, President

 _____, Secretary