

GLENEDEN SANITARY DISTRICT  
Regular Board Meeting  
6595 Gleneden Beach Loop  
January 10, 2024  
4:00 PM

**OPENING**

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

**ROLL CALL**

Present in person were President Phil Jensen, Treasurer/Secretary Ray Burleigh, Director Jimmy Newton, Director John Heath, Contract Superintendent Michael Bauman, Office Manager Danielle Hutton and Recording Secretary Nancy Noteboom. Director John Alita and Attorney Adam Springer were present via Microsoft Teams.

**PLEDGE OF ALLEGIANCE**

All stood for the Pledge of Allegiance.

**ITEMS FROM THE AUDIENCE**

None

**MINUTES OF PREVIOUS MEETINGS**

Director Heath moved to approve the minutes from the December 13, 2023 Regular Board meeting. Treasurer/Secretary 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. Treasurer/Secretary Burleigh moved to approve the payment of bills. Director Newton seconded the motion. All present voted in favor. The motion passed unanimously.

Office Manager Hutton advised the board that we have not received reports from Depoe Bay for December.

**NEW BUSINESS**

President Jensen spoke about the District's rate study done in 2018, which was a 5-year study. Rates were raised in 2018 and again in 2021. We have not imposed the increase the rate study suggested for 2022 or 2023. A new study is needed to determine how much of an increase is needed in the process of financing for a new wastewater treatment facility; however, the District still has infrastructure and capital needs to attend to which can be done by a Local Option Tax. Further discussion about a General Obligation Bond to pay for a new wastewater treatment facility will be done at a later date, likely in 2 years. Director Alita verified we would not impose both options close together.

Director Heath feels it is prudent for our District to put together a letter to the Senators within the next 4-5 meetings regarding Federal Funds/Grant Money available.

Discussion about the Local Option Tax and the processes/deadlines for this. A Tax Levy is good for 5 years with the option to renew it. This money can be used for Capital Projects only, replacing Pump Stations, Infrastructure, etc. The District will need to meet the following criteria; by March 1<sup>st</sup> a Ballot Measure by Title, by March 21<sup>st</sup> an Explanation (125 word summary), by March 25<sup>th</sup> Arguments for tax payors/voters. We will also need a new Resolution before the March 1<sup>st</sup> deadline.

Attorney Adam Springer will write the letter for the Ballot Measure by Title. Office Manager Hutton will write a new Resolution. These items will be ready by the February 14<sup>th</sup> meeting. If for some reason they are not ready we will do a special meeting before March 1<sup>st</sup> so we comply with the requirements needed. Superintendent Bauman and Office Manager Hutton can provide the needed information, amount requested, etc. based on our Master Plan.

A motion was made by Treasurer/Secretary Burleigh that our District ask the voters to approve a Local Option Tax in the May 2024 election. Director Heath seconded the motion. All present voted in favor.

#### **SUPERINTENDENT'S REPORT**

Superintendent Bauman advised the Board that the crew found a crack in the sewer main on Wells Street that was leaking heavily. The contractor that did our liner project on Wesler Street and Rhododendron Avenue was in the District finishing up. They were able to repair the sewer main quickly.

#### **OLD BUSINESS**

Civil West has been putting pressure on the Oregon State Parks Dept to get moving along with the presentation to their board at the next quarterly meeting in February for the easement. We will do a special meeting via Teams so everyone can attend. This will be presenting only, not a decision- making meeting.

Civil West has also been working with Business Oregon to get us a One Stop Meeting. This is for Infrastructure for the new wastewater treatment facility.

#### **ADJOURN**

There was no other business to come before the Board. Director Heath moved to adjourn the meeting. Treasurer/Secretary Burleigh seconded the motion. All present voted in favor. The meeting was adjourned at 5:02 p.m.

Respectfully submitted,

 President

, Secretary