



WINCHESTER BAY SANITARY DISTRICT

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MINUTES

Budget Hearing & Regular Meeting May 14, 2020

Open Regular Meeting

The President Bill Taylor opened the Budget Meeting on Thursday, May 14, 2020 at 6:00pm in the Winchester Bay Community Center to maintain social distancing. In attendance were Board members Lin Labit, Don Cox, Bob Greig, District Secretary Sonnia Rowe and District Manager Ray Davenport. Roger Hermansen were absent.

Bill Taylor moved, and Lin Labit seconded to appoint Sonnia Rowe as Budget Officer, Janet Boe, Burk Rowe, John Blackwell, and BJ Blackwell as the Budget Committee. Motion passed unanimously.

The Budget officer decided to read the Budget Message later to move the meeting along faster. The Budget officer explained that the District has two funds starting with the System Development Fund deposited into the State Pool. All deposits are SDC's from new connections. Any withdrawals are for treatment facility expansions only.

The General Fund is for treatment plant operation. The first page includes all incomes. Sewer use fees income are about the same as last year. The second page lists expenses for payroll and plant operations listed by line item, i.e. attorney fees, CPA, insurance, plant operations. The third page shows capital expenses such as sewer system improvements, equipment replacements, and Office Equipment, etc. It also indicates the loan with Umpqua Bank for the new treatment plant where 1.6 million is still owing. The District pays \$2,000 per month extra on the loan to pay down principal faster. \$25,000 is in contingency for emergencies. The total Operating Budget is \$978,400 and has remained

approximately the same over the past 3 years. Janet Boe moved, and Bill Taylor seconded to approve the 2020-2021 Budget as proposed. Motion passed unanimously.

The Budget Hearing closed at 6:15pm and the Regular Meeting opened at 6:16pm.

Lin Labit moved, and Bill Taylor seconded to approve the Consent Agenda which includes the May 14th Agenda, April 2020 Financial Report, and authorizes a Board member to approve payments, or sign checks, necessary before the July 2020 meeting. The motion passed unanimously.

The April 9, 2019 Minutes were accepted as presented.

Visitors

None

Old Business

No Old Business

New Business

A. The District Manager explained the changes, made by the District's attorney, to the Public Contracting Rules. There were no questions, so Bill Taylor moved, and Lin Labit seconded to adopt Resolution 2-2020 that contains changes to the District's Public Contracting Rules making them consistent with the State of Oregon's Rules. Motion passed unanimously.

District Manager Report

The District Manager reported that he has not heard back from the county commissioner concerning the RV dump. There were no further questions concerning the report.

Bill Taylor moved, and Bob Greig seconded to adjourn the meeting at 6:29pm. Motion passed unanimously.

Minutes Approved: As Written: As Amended:

Signature: Bill Taylor Date 6-11-2020

