



WINCHESTER BAY SANITARY DISTRICT

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MINUTES

Winchester Bay District Conference Room

May 13, 2021

Open Budget Meeting

Board President, Bill Taylor opened the Budget Meeting on Thursday, May 13, 2021 at 6:00pm in the District conference room. In attendance were Board members, Lin Labit, Don Cox, Roger Hermansen, Bob Greig, District Manager Ray Davenport, secretary Sonnia Rowe, and Budget Committee member Sharon Taylor. Budget Committee members, Phyllis and Art Dever, Burk Rowe, and Janet Boe attended the meeting by teleconference.

The District secretary went over the Budget Message, explaining the line items and the General Fund and System Development Fund.

General Fund Resources (day to day activities) are \$66,800 less than last year, Personal Services are the same as last year at \$299,000, Materials & Services is \$9,000 less than last year, Capital Outlay is increased \$3,200 for Sewer System Improvements, and total Capital Outlay is \$231,580. Debt Service owed annually to Umpqua Bank for refinancing the plant upgrade is \$177,420. Total loan debt is \$1,300,000. Operating Contingency is \$25,000.

System Development Fund is used exclusively for upgrading the treatment facility with a total budget of \$170,000.

Janet Boe moved, and Sharon Taylor seconded to accept the Budget as submitted. Motion passed unanimously.

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

Lin Labit moved, and Bill Taylor seconded to approve the Consent Agenda which includes the May 13th Agenda, April 2021 Financial Report, and authorizes a Board member to approve payments, or sign checks, necessary before the June 2021 meeting. The motion passed unanimously.

The April 15, 2021 Minutes were accepted as presented.

Visitors

No visitors

Old Business

A. The Salmon Harbor RV dump project is still moving forward. Commissioner Boice requested that RV dump plans be changed so that RV's can pull straight in to access the dump tanks. This configuration will keep the traffic flow less congested for boat launch, crabbers, and RV's. Funding is planned to be in place July 1st and construction can begin.

New Business

A. Lin Labit moved, and Bill Taylor seconded to approve and sign the Engagement Letter and the Contract with Umpqua Valley Financial to conduct the District's 2020-2021 audit. Motion passed unanimously.

District Manager Report

The District Manager talked with the new business owners of Blue Box Beer & Seafood located at the end of Coho Point. They are anticipating connecting to the District. The District Manager is preparing a list of scenarios in which they might connect and decide which User Category they will be in, i.e., Limited Food, Restaurant and the costs of each scenario.

The meeting adjourned at 6:33pm.

Minutes Approved: As Written: / As Amended:

Signature: Bill Taylor Date June 10 2021

