

CLOVERDALE WATER DISTRICT
Board Meeting Minutes
May 12, 2026

1. Board Chairman C. Alexander called the meeting to order at 7:03pm
2. Directors present were Crissa Alexander, Christy Nyseth and Maile Samek.
Staff members present were Heidi Reid.
Alicia Olson, Larry Chitwood and Jennifer Romero were absent.
Guests present were Duane and Lynda McClintock.

3. Minutes for meeting held in April 2026
The Board was presented with the minutes from the meeting in April 2026. They read them over and did not see any changes that needed made.

Motion

Director Nyseth moved to approve the minutes as written.
Director Samek seconded the motion carried with three ayes.

4. Guest Questions:
 - a. The Board introduced themselves to the McClintock's.
Duane and Lynda McClintock attended the meeting with questions regarding the District boundary and why their bill on Misty Drive is more than those within the District and questions regarding the rate increase. Duane stated they wanted to be at the 1st reading of the Ordinance but were not able to make it. He mentioned the increase for in-district and out of district, he stated he wants to go to the County Commissioners to see about expanding the district to include Misty drive. He stated it has been many years since the inception of the District and would like to see it include Misty Drive. He stated he is told he is one house out of the District. Mrs. Reid asked Duane if he understands why his bill is higher than those in district. He mentioned the water line runs past his house, the Plant is on Misty Drive and he is one house out of the boundary. Mrs. Reid let him know the reason he pays more is because the residence on Misty Drive do not pay a property tax to the Water District. Their bill is slightly higher to compensate for not paying the in-district property tax. Director Samek stated she understood that is how it works but has never seen the direct math numbers for the correlation. Duane asked what the percentage was, Mrs. Reid looked it up and it is \$1.3883 per \$1,000 based on the assessed value of the home. Duane mentioned he would like to have a voice and being one house out of the District he doesn't have that voice. He stated he will look at the numbers and may go to the neighbors and Commissioners regarding moving Misty Drive into the District. He asked if the District had any main projects coming up. He mentioned he had heard the school was

wanting to connect to the municipal water supply. Mrs. Reid stated the majority of our big projects were taken care of a while ago. Director Alexander mentioned the school has gone quiet in regards to being connected. Mrs. Reid explained the school now has someone taking care of and monitoring the treatment so the water is much better than it has been in the past. Duane stated he didn't have any other questions and thanked the Board for answering him.

5. Financial Review – Accounts Payable for Month Ending 04/30/2026

- a. Mrs. Reid presented the Board with the list of invoices that were to be paid for the month of April. She let the Board know payroll taxes had been paid as always. She explained OCB Visa was to cover the purchase of stamps. Account #3 had a returned check, that came back out of our account along with the bank fee, Country Media was for advertising of our Budget Committee meeting, Oregon Health Authority is our annual fee. All other invoices were normal for the month.

Motion

Director Nyseth moved to approve and pay the invoices for April 2026.

Director Samek seconded the motion carried with three ayes.

- b. The Board was presented with the P&L and Balance sheet for the month of April. Mrs. Reid stated the P&L shows a net income of \$9,778 however, that was due to us receiving a small tax check. The actual for the month without the tax income would have been a net loss of \$1,466. We had \$5,226 of water revenue and, \$10,726 of taxes come in. The balance sheet shows \$228,396 in the LGIP Fund, \$5,119 in the GF Savings and \$33,134 in the General Fund. Mrs. Reid stated this is up from prior months which gives a little more of a buffer at the end of the month. There were no other questions regarding these reports.
- c. There are two accounts on the delinquent on the list, for a total of \$193. Mrs. Reid stated she will be sending out delinquent notices, account 54 typically pays once the notices go out. Account #168, the owner passed away, it is in probate along with some other issues in regards to the renters possibly being under an owner carry contract. The daughter has been in touch with the District in regards to the problems with the contract, probate and the bill not being paid. Mrs. Reid let the Board know the water will be locked off if the bill is not paid.

6. Operators Report for the Month of April 2026

Ms. Olson was absent. The Board read the report she submitted. The report stated:

For the month of May our plant ran a total of 470,680 gallons of water. With a total waste of 7.95% water loss for the month.

April

The Plant has been running amazing with no issues PFAS results came back clean with no contaminants Not really anything else to say. Just have some great help and things are going good. I will not be at this month's board meeting due to softball. So see you guys in June!

Mrs. Reid explained to the Board PFAS is a new test we have to run now. She is not sure how often or what the thresholds are. She does know they cost about \$400 per test. Director Samek asked how it differed from other tests. Mrs. Reid said it tests for plastics in the water and it is in addition to the testing we already do. Director Alexander asked if it looks for a certain amount under a threshold or if it tells us if there is any at all in the water. Mrs. Reid said it will tell us if there is any in the water, she believes there is a threshold but is not for positive. Alicia would have more information where she is the Operator.

Director Alexander asked if the plumber was paid. Mrs. Reid stated they had been. Director Samek asked if there was any further information in regards to them answering the questions as to why it was so much. Mrs. Reid said, as far as she knows there was no communication in that regard.

7. Old Business

a. None

8. New Business

a. 2nd Reading of Ordinance 26-01 Water User Rate & Fee Ordinance
The Board was presented with Ordinance 26-01 Water User Rate.
Director Alexander read the Ordinance by title.

Motion

Director Samek moved to approve Ordinance 26-01 Water User Rate & Fee Ordinance.

Director Nyseth seconded the motion carried with three ayes.

9. Safety Topic

a. WHA Distracted Driving

The Board was presented with a handout regarding Distracted Driving Awareness. Mrs. Reid let the Board know it is WHA's distracted driving awareness month. The Board discussed what distracted driving is and what are some safe habits. They agreed with the events at the school this was a good topic.

10. Unscheduled Business

- a. Mrs. Reid reminded everyone the July meeting had been canceled due to everyone being on vacation. Next month we would have our final budget hearing.

11. For the Good of the Order

Next meeting is set for June 09, 2026

12. Adjourn

Director C. Alexander adjourned the meeting at 7:27 pm

Motion

Director Alexander moved to adjourn the meeting.

Director Nyseth seconded the motion carried with three ayes.

These Minutes were approved by the Board of Directors, by the following votes:

Aye:_____ Nay:_____ Abstain: _____ Absent:_____

Attest:_____

Board Member

Board Member

Date

Date

Minutes transcribed and submitted by Heidi Reid, Office Administrator