

Tri City Water and Sanitary Authority

Regular Board Meeting Minutes

March 11, 2026

The Board of Directors of Tri City Water & Sanitary Authority met on Wednesday March 11, 2026.

Call to Order: Meeting was called to order by Brandon at 6:30pm.

Roll Call:

The following board members were present: Brandon Legg, Jeremy Medley, Roger Phillips and Joe Pospisil. Chris Dewald was absent

Pledge of Allegiance:

Employees Present:

The following employees were present: Paul Wilborn

Minutes: Joe made a motion to accept February 11th, 2026, Regular Board Meeting minutes. Jeremy seconded the motion. All in favor. Motion carried.

Wastewater Treatment Plant: Cliff Church presented the Wastewater Treatment Plant report to the Board. The report will be a permanent part of the minutes on file.

Visitors:

Manager Report:

- **Financial Report** – Paul reported that the financial report is looking good for the year to date. 99% of the expected property taxes have been received. Our water revenues have declined during the past couple of months as expected. Sewer revenues have been stable. Expenses are in line with projections.
- **Angus Ln. water storage reservoir project** – TSC will be mobilizing to our project Monday, 3/16. Their plan is to start excavation of the tank site and work on getting the waterline up toward the new reservoir.

- **DEQ I/I improvement Project** – Paul reported that he has a One Stop funding meeting in Coos Bay on April 1. He is seeking additional funding for the I/I project. The scope of the project will be partially based on the amount of available funding.
- **Public Meeting Policy** – Paul reported that SDAO is recommending that we have an adopted Public Meeting Policy. He downloaded a sample policy that was available on their website and tailored it to fit our needs. Joe made a motion to approve the Public Meeting Policy as presented. Jeremy seconded the motion. The motion carried with all in favor.

Operations:

- Paul reported that the field employees have been working on a variety of tasks, including locates, valve exercising, minor water leaks, sewer plug-ups and other general maintenance. Brian just got back from an OAWU training in Sunriver where he was able to get his Cross Connection renewal and all his CEU's for his certifications.

Board Discussion: Budget Committee members – The Board suggested nominating all Budget Committee members that were on the committee last year. Paul will reach out to see if they are available.

Old Business:

New Business:

Items not on Agenda: Jeremy asked if Paul needed an approved COLA amount for the upcoming budget. Paul stated that he did need that information but would also like to make sure that our employees were compensated appropriately. Joe suggested that he reach out to similar districts in the area for pay scales and see what information the Oregon Employment Department had available. This will be discussed at our next meeting.

Review Monthly Bills for Payment & Adjourn: Joe made a motion to review the monthly bills and adjourn. Jeremy seconded the motion. All in favor. Motion carried.

Adjournment: The meeting was adjourned at 7:02 PM.

Attested to by: Paul Wilborn