

# BEAVER WATER DISTRICT

## Meeting Minutes February 12, 2026

1. Board Director McKillip called the meeting to order at 6:06pm
2. Directors present were, Larry Oberholtzer, Jason McKillip, Dan Daggett and Ron Smith.  
Ray Cloud was absent.  
Employees present were Administrator Heidi Reid, Plant Manager Larry Chitwood and Bradley Savage.
3. Correspondence  
None
4. Reading and Approval of January Meeting Minutes
  - a. The Board was presented with the January minutes. They reviewed them and did not see any changes that needed to be made.

### **Motion**

Director McKillip moved to approve the minutes as written.  
Director Oberholtzer seconded the motion carried with four ayes.

5. Financial Review
  - a. Review/Approval of Payments for January 2026  
The Board was presented with the payables for the month of January. Mrs. Reid explained payroll taxes were paid as always. She explained USPS was for stamps and the PO Box, SDIS was for our liability insurance and Sure Win Enterprises was for a vice apparatus for working on fittings. Everything else was normal for the month.

### **Motion**

Director McKillip moved to pay the invoices for January 2026.  
Director Smith seconded the motion carried with four ayes.

- b. Presentation of P&L and Balance Sheet  
The Board was presented with P&L for the month of January. Mrs. Reid stated there was a \$17,213 user fee income for the month. The total net loss was \$1,737. She let the Board know this was due to the SDIS bill.

The Board was presented with the Balance Sheet for the end of January. She stated the District had \$43,145 in the general fund; the Capital Improvement savings has \$3,180 and \$82,605 in the LGIP Capital Improvement fund. The Board did not have any other questions regarding the financial statements.

- c. Delinquent Accounts  
The Board was presented with the current delinquent list. Mrs. Reid explained they had \$1,652 in past due accounts. She let the Board

know accounts 88 is locked off for nonpayment. The remainder of the accounts on the list will be sent lock off notices later this month.

6. Plant Operators Report

Mr. Chitwood let the Board know the distribution pump has started to fail. It is starting to make a lot of extra noise and in his experience, this means they are about to fail. He stated we do have a backup pump ready to install and it worked when tested a few years ago but the pump leaks slightly and is old with a manufacturer date of 1989.

He let the Board know he found a new pump and motor combo that matches our required specifications at Grainger for \$5,224.03 and if he used that pump, he would probably make a few changes to the plumbing on the distribution side of the treatment plant which would probably cost a couple hundred dollars. The total cost of this project would be \$6,000 to \$8,500 depending on whether or not he needed to bring in a contractor for any part of it. In doing so we would keep the pump we currently have as a spare so there wouldn't be any need to purchase a second pump.

He let the Board know the other option would be to have each of our existing pumps rebuilt (one at a time of course) at \$3,000-\$6,000 each and this could also most likely be done without bringing in contractors but that is not guaranteed however, when the pumps are swapped out, he would still make some changes to the plumbing. This option would come in at \$6,500-\$14,500 and is contingent on parts being available for the old pumps. Director Oberholtzer stated he thought we should bite the bullet and purchase a new pump. He asked how long it would take a new pump to get here. Mr. Chitwood stated it would be about three days, he would order it from Grainger and they have them in stock.

Mr. Chitwood let the Board know they have constructed a very efficient rock dam in the creek that pushes water back into our intake. As long as we don't get any more flooding this will work all summer.

Mr. Chitwood mentioned Director Smith was asking about the average rain fall at the last meeting. Mr. Chitwood informed the Board that the average for Tillamook is around 90". For 2025 we had 103" at the plant and in 2024 it was 95.4" so we are staying about average.

**Motion**

Director McKillip moved to purchase a new pump.

Director Daggett seconded the motion carried with four ayes.

7. Old Business

a. None

8. New Business

a. Letter to The Schoolyard LLD re: SDC fees and billing info

The Board was presented with a draft letter regarding the cost of the SDC's, approved credit and potential billing information for the project at the Middle School. Mrs. Reid explained we did not have to do a contract where we already had the information lined out in our Ordinance. The Board reviewed the letter and agreed it looked good and could be sent out.

**Motion**

Director McKillip moved accept the letter as written to The Schoolyard LLC.

Director Smith seconded the motion carried with four ayes.

b. ADU/SDC Info form Tillamook County Community Development

Mrs. Reid let the Board know she had a meeting with Sarah Absher and others from County Development. It was in regards to SDC fees for ADU's. They are looking at putting together a program in regards to payment for ADU's where the County would help pay the SDC fee or a portion of it. If it was a portion, the remainder of the fee would be up to the owner to pay. If they County did pay the SDC it would be paid after the permit to occupy was issued. In essence the District would be getting paid for the SDC in arrears rather than up front. They are limiting the size of the ADU to 70% of the initial home size but not more than roughly 800sf. These ADU's can be used for long term rentals with low rent and would be monitored for approximately 10 years. They are wondering if this is a program the District would be willing to participate in. Mrs. Reid mentioned they are looking for ways to create more lower income housing. They are also wanting to pay the SDC after the project to make sure it actually gets completed. This way they are not putting out funds for a project that never gets finished.

Director Oberholtzer stated he was afraid they were going to not let Districts charge an SDC for ADU's. Director McKillip mentioned he did not see a problem with it as long as we get the funding from them like we normally would, it is just paid after the project rather than before. Director Oberholtzer mentioned he was curious where the County was going to get the funding to pay for this and if for some reason the County did not pay the bill in the end what is the recourse for the District to get the SDC paid. Director McKillip asked what the guarantee of payment was going to be. Mrs. Reid said she would ask the questions and let them know what the answers are.

c. Proposed Paid Holiday Policy

The Board was presented with a Paid Holiday Policy. Director Smith proposed, if the holiday falls on a Saturday employees should have the Friday before off and if it falls on a Sunday they should have the following Monday off. Director Oberholtzer mentioned they should be paid for it if they have to work on the actual holiday. Mr. Chitwood stated he is on call seven days a week and may have to actually work on a holiday but he typically works 40 hours a week. Director Smith stated

he needs to either get paid for the holiday or have it off. The Board agreed. The Board reviewed the policy and did not have any further comments.

**Motion**

Director Smith moved to adopt the Paid Holiday Policy.

Director Oberholtzer seconded the motion carried with four ayes.

9. Safety Tip

a. Drug and Alcohol Policy

The Board was presented with a proposed Drug and Alcohol Policy. Mr. Chitwood explained this is not a policy we had in our manual and we needed one. The Board reviewed the policy and didn't see any changes that needed to be made.

**Motion**

Director McKillip moved to approve the Beaver Water District Drug and Alcohol Policy as written.

Director Smith seconded the motion carried with four ayes.

10. Unscheduled Business

a. Oath of Office – Dan Daggett

Director Daggett read and understood the Oath of Office and he signed it.

11. Next Scheduled Meeting Date

March 12, 2026

12. Adjourn

Board Director McKillip adjourned the meeting at 6:30pm

**Motion**

Director McKillip moved to adjourn the meeting.

Director Smith seconded the motion carried with four ayes.

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

Aye: \_\_\_\_\_ Nay: \_\_\_\_\_ Abstain: \_\_\_\_\_ Absent: \_\_\_\_\_ Attest: \_\_\_\_\_

\_\_\_\_\_  
Board Member

\_\_\_\_\_  
Board Member

\_\_\_\_\_  
Minutes transcribed and submitted by Heidi Reid, Office Administrator