

**MINUTES OF THE
ALSEA COUNTY SERVICE DISTRICT
BUDGET COMMITTEE MEETING**

Monday, May 6, 2024, 3:00 p.m.

Held via Zoom: <https://us06web.zoom.us/j/83581948669?pwd=yz7HrFzzMQzUaut2AwbbLK5t4CuBEG.1>

Present:

- **Budget Committee Members:**
 - Commissioners: **Patrick Malone** and **Xanthippe (Xan) Augerot**
 - Citizen Members: **Cheryl VanLeuven**
 - **Benton County Staff:**
 - **Jenn Ambuehl**, Sr. Budget Strategist; **Gary Stockhoff**, Director of Public Works; **Marilee Hoppner**, Business and Financial Analyst; **Lindsey Goodman**, Executive Assistant
 - **Citizens/Community Members:**
 - **Sara Cash**
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1. Call to Order

Past Chair Commissioner Pat Malone (P. Malone) called the meeting to order at 3:01 p.m.

2. Introductions

Group introductions of Budget Committee Members, Benton County Staff, and Citizens.

3. Elections of Officers

P. Malone opened the nominations for Alsea Budget Committee Chair.

Xan Augerot (X. Augerot) moved to nominate Commissioner Pat Malone as Alsea Budget Committee Chair.

Cheryl VanLeuven (C. VanLeuven) seconded.

P. Malone: All in favor?

Budget Committee Members: (unanimous) Aye

P. Malone: All opposed?

None opposed.

Commissioner Pat Malone has been approved to the Chair position.

P. Malone opened nominations for the Vice Chair.

X. Augerot nominated Citizen Member Cheryl VanLeuven as Vice Chair.

P. Malone seconded.

P. Malone: All in favor?

Budget Committee Members: (unanimous) Aye

P. Malone: All opposed?

None opposed.

Citizen Member Cheryl VanLeuven has been approved to the Vice Chair position.

4. Review and Approve 2023-24 Minutes

P. Malone: Does anyone have questions or concerns regarding the minutes from last year's meeting?

X. Augerot: I'll move to approve the minutes from last year's meeting.

P. Malone: Second.

P. Malone: All in favor?

Budget Committee Members: (unanimous) Aye

P. Malone: All opposed?

None opposed.

The 2023-24 meeting minutes were approved.

5. Presentation of the Proposed Budget FY 2024-25

P. Malone: Will the staff please present the proposed budget?

Marilee Hoppner (M. Hoppner) presented the budget: The Alsea Sewer and Water Districts serve roughly 79 customers. The proposed budget for the 2024-25 year is \$272,277 combined. This budget assumed no increase in rates. There are healthy operating contingency balances for the water operation, sewer, and the two construction accounts so any increases and costs can be offset by these, if needed. We're not expecting those to be needed at all during this upcoming year. The major change is that on the water and sewer construction accounts we're requesting an increase to our spend authority from \$5,000 to \$15,000 for each of those construction accounts. This gives us more leeway in case of an emergency.

6. Committee Questions

C. VanLeuven: In last year's minutes, there was a possible federal grant that was talked about? Was that included in the seismic improvements to the tank. Did anything ever happen with that, Gary?

Gary Stockhoff (G. Stockhoff): We were just notified about 3 weeks ago that we did get the grant through the EPA. We are in the process of getting the paperwork complete and working through the various rules and regulations for the grant. From there we will start working on sewer upgrades. We are hoping to move forward in July with actual construction improvements to the water tanks and the controls. This will pull from two different funding sources, but we did receive \$1.2 million in a federal grant.

C. VanLeuven: I received information about the upgrades to the water tanks; do you have a start date?

G. Stockhoff: That's the project we're hoping to start in July. We're finalizing the plan this month, then we'll get it advertised to get the contractor on board and then we're hoping to start the work in July.

Sara Cash (S. Cash): Do we have a generator in place while the power is turned off to the school? Can the community get some information, that's official, about the sewer and water upgrades?

G. Stockhoff: We are planning on taking care of any power needs whenever the school shuts down, and we are working with the school's contractor to do that. It would only cover our facility, not anything else. We are hoping the generator we ordered last October should arrive this month (May). We will send out a newsletter as soon as we have more information on the contractor and the date we expect to start the work. Then we'll send another letter once we have more information on the EPA grant.

P. Malone: any other questions?

7. Public Hearing on Proposed 2024-25 Budget

P. Malone: At this time, I'll open a public hearing.

P. Malone: Hearing no comments, I would like to close the public hearing and entertain a motion to approve the budget.

8. Committee Deliberations and Approval of Budget

X. Augerot: I'll move to approve the budget in the amount of \$272,277.

C. VanLeuven: Second.

P. Malone: All in favor?

Budget Committee Members: (unanimous) Aye

P. Malone: All opposed?

None opposed.

The 2024-25 proposed Budget was approved.

9. Adjournment

Commissioner and Chair Pat Malone adjourned the meeting at 3:12 p.m.

Recorder: Lindsey Goodman (concluded at 3:12 p.m.)

Rick Crager, Assistant County Administrator

Jennifer Ficek, Administrative Supervisor

Pat Malone, Chair of the Alsea Budget Committee