

REGULAR/PUBLIC MEETING
Of The
BOARD OF COMMISSIONERS
Of
DESCHUTES VALLEY WATER DISTRICT

November 10, 2025

The regular meeting of the Board of Commissioners of Deschutes Valley Water District was called to order by Chairman Kathy Marston (KM) at 7:00 P.M. Other commissioners present were Dana Oppenlander (DO) and Lee Baggett (LB).

KM asked for public comment. None at this time.

DO moved to dispense with the reading of the minutes and accept as presented. Seconded by LB. Motion carried.

Joel Gehrett (JG) brought up Joan's employment contract. LB moved to approve Joan's employment contract dated November 10, 2025. Seconded by DO. Motion carried.

JG gave a water rate presentation with a spreadsheet showing the past 10 years of operating expenses and revenues. He suggests smaller increases on a yearly basis. DO suggested an increase of 5% the first year and 2.5% increase in year 2 and 3. A public hearing is scheduled for January 2026 to discuss water rates.

JG finished rewriting the employee handbook. It's being looked over by HR Answers and our lawyer before he shows it to the board.

JG gave the following update:

- Banks are eventually not going to be giving out pennies anymore.
- Brandy Stewart is the new hire for the office and is doing an awesome job.
- Due to staffing, there's a possibility that the office will be closed the day before Thanksgiving. The office will be closed between Christmas and New Years.
- JG is giving the employees an option of a Christmas party after hours or during lunch.
- The positive bacteria sample at the planes tank is the same one mentioned last month.
- Ordering high vis coats for the employees. LB and Do asked for one. Something else will be ordered for the office staff.

JG brought up our locked off meters. Due to our software system, once meters are locked off there is no tracking them. He suggests a minimum charge of \$10.00 per month on all locked off meters to rectify this. DO suggests charging \$5.00 per month. JG will present this at the public hearing.

LB moved to accept the financial statements, pay the Hydro and General Fund bills as presented and approve next month's payroll obligations. Seconded by DO. Motion carried.

Meeting adjourned at 8:05 P.M.

Secretary, Dana Oppenlander