

**Twin Rocks Sanitary District**  
**Budget Committee Minutes**  
**April 9, 2026**

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**Call to Order:** 9:00am

**Board Budget Officer:** Ron Hemberry

**Roll Call:**

**Budget Committee Board Members**

**Position**

|                               |   |               |
|-------------------------------|---|---------------|
| George Bean                   | 1 |               |
| Joann Baker                   | 2 | <b>Absent</b> |
| Jerry Berndt                  | 3 |               |
| Ron Hemberry - Budget Officer | 4 |               |
| Jerry Stanfill                | 5 |               |

**Budget Committee Appointees**

**Position**

**Public Committee Members have a 3-year term**

|                |   |                   |                              |
|----------------|---|-------------------|------------------------------|
| Carla Albright | 1 | Term Expires 2027 |                              |
| Troy Taylor    | 2 | Term Expires 2027 |                              |
| George Baker   | 3 | Term Expires 2027 | <b>Absent</b>                |
| Kath Bean      | 4 | Term Expires 2026 | <b>New Term Expires 2029</b> |
| Mike Kingsbury | 5 | Term Expires 2028 | <b>Absent</b>                |

**Twin Rocks Sanitary Staff in Attendance**

Jennifer McHugh – Administrative Manager  
Cory Perkins – Plant Operation Manager

**After Roll Call** - three absent.

**Reading and approval of the Budget Committee Minutes from April 10, 2025**

Motion to approve minutes by George Bean and seconded by Carla Albright, Motion carried.

**Vote a new Committee Chairman** – There was some discussion on who would be the Committee Chair this year. All voted for Carla Albright as the committee chair.

Kathy Bean was asked if she would like to continue on the Budget Committee. She agreed and her term is now extended.

**Receive the Budget Documents and Resolution** – We had several handouts to discuss:

Audited Net Comparison report; this report shows us that we still are in need of a rate increase.

Total EDU Count Report; we now have 704 active accounts with a total of 1006.2 EDUs we are receiving sewer service fees from and how each year we have a few new builds that increase our total.

Rate Change History Report; shows each resolution of when a rate changed happened. We had no increases from 2010/2011 – 2022/2023 FYs. With small increases in the last 4 years our rate is up 11%.

Sewer Revenue Increase Report for 2026/2027 FY; This report shows the new suggested rate, with projected increased totals. It also shows how this increase will help for current and future projects and what they are.

We discussed how sewer rates are changing in the area with Rockaway Beach (8.5% each year for the next 5

years) and the City of Tillamook (they are discussing a 40% - 60% increase from their current monthly \$90 sewer fee).

There was Rate Fee Report from the last three years handout and a New Rate Schedule handout.

**Reading of Resolution 2025/2026-5** - first reading of the rate resolution with an increase of 3.5% for the 2026/2027 FY, with this also was the Twin Rocks Sanitary Definition Sheet attached. The Committee agreed the rate increase was acceptable at this time. There was a discussion on whether an annual rate update is better or a 5-year plan with rate annual increases is better. As discussed in previous board meeting it is currently more effective to revisit the rate with the budget each year.

We went over the Definition Sheet as there were a couple of additions to the list that needed to be defined; as in the Organizational Camp Bed that needed more clarification. There was some discussion on definitions and how they applied to the rates. At this time there was a question from the committee on where our district boundaries are.

**Ron read the Budget Message for the Budget on the 2026/2027 FY** - After the Budget Message was read we discussed our Loan debt. Our IFA loan will be paid off in 5 years and the two USDA loans still have ten years. We then went through each of the five funds of the budget with the LB-1 that will be posted in the Herald before the May meeting, which is also the Budget Hearing. Jennifer explained how our QuickBooks has always had a Fund/Class for each Bank Account. Seven bank accounts with seven funds, but our Budget only has five funds with only five bank accounts counting in the budget. We did fix that going forward, now the General Fund in QBs and the budget includes more than one bank account which will help the Budget process going forward. There were some questions on the Budget by Board Members and Committee Members. All questions were answered to satisfaction. The Budget was presented in depth during the March Board Meeting to the Board. Jennifer and Cory are also available to answer questions after the meeting individually during normal business hours.

**Committee Chairperson – Carla Albright** – No changes to be added to the Budget at this time.

Motion by Jerry S and seconded by Ron H – all voted unanimously by the Budget Committee and Budget Committee Board Members to recommend that the Board adopt budget as it was presented today.

**Any suggestions for changes to the Budget as proposed, will be heard at the Budget Hearing & Summary Meeting on May 14, 2026 at 9 A.M.** Ron thanked everyone for coming.

**Motion to adjourn meeting by** Jerry S 2nd Kathy Bean Motion carried

Adjourned 10:40am

**Next Meeting: Budget Hearing & Board Meeting - May 14, 2025 at 9 am**

**Next Budget Committee meeting – April 8, 2027 at 9 am**

# Minutes of Twin Rocks Sanitary District

April 9, 2026, Board Meeting

## Board Members

- 1) George Bean Board Member at Large
- 2) Joann Baker Secretary
- 3) Jerry Berndt Vice-Chair
- 4) Ron Hemberry Chairman
- 5) Jerry Stanfill Treasurer/Finance

## Staff

- 1) Cory Perkins Plant Operations Manager
- 2) Jennifer McHugh Office Administrations Manager

## Meeting Called to Order at 10:45 am

Roll Call by Ron Hemberry. Joann was absent.

## Public Comments:

No Public in attendance.

## Minutes:

Members read the Minutes for the March 12, meeting.

**Motion to approve Jerry B Second, Jerry S motion carried, Minutes approved.**

*Emailed Minutes to all Board Members 2 days before the Board Meeting for review and a copy printed for the meeting.*

## FINANCIAL REPORT & AUTHORIZATION OF BILLS:

Approval of Bills and the Financial Report – Checks # 5539 - 5550, EFT, and ACH payments.

**Motion to approve Jerry B. Second, Jerry S. Motion carried. All bills are to be paid.**

Two board members reviewed and signed all bills and payments before the meeting.

## Committee Reports:

**Safety Comm. (Cory)** – no report for today.

## Old Business:

**Backhoe (not on Agenda)** – Sold by closed bid. Opened bids on 3/23/26 as advertised.

**Electronic Billing for April Quarter and AR** – Just started the April Quarter with sending out 518 invoices for \$104,938.72. 40 Annuals and 478 Quarterlies. April is our smallest quarter for invoicing. AR today is a total of \$84k to collect for the FY, with 90% total collected from the invoicing total. I will start sending out lien letters about the end of April for customers who haven't paid 3 to 4 quarters.

**Budget vs. Actuals for Q3** – Everything that is applied to the Office looks good for Q3, the total is at 62%. Payroll Report for Q3; everything under compensation is under 75%, the only things that look high have an annual payment. Total for all Payroll Expenses is at 55%. Plant Report; the total for everything Plant related is at 24%. We do have some upcoming expenses that we will pay in the summer months, there are allotted funds available for those. Total for Plant Operating Expenses is at 65%.

**Statement of Financial Position report:** The LGIP General bank account is now included in the same fund class as the Umpqua General bank account since we reduced the number for fund classes we have in QBs from 7 to 5 to match the five budgets funds. With that we will not need a resolution to move money back and forth since they are both now in the “General Fund Class” in the budget and in QuickBooks. I will start moving more funds into the LGIP General bank account from the Umpqua General bank account with still keeping a budgeted amount in the Umpqua General Checking and review these accounts each quarter with the board. This will allow us to have more money in the higher yield bank account going forward. We will still be able to access money in the LGIP account and move it back anytime it’s needed. **All agreed this would be a good thing to start doing to earn money at a higher interest rate account for our General Fund.**

There is a question on whether we need to keep open the Umpqua Rev Bond #6212 bank account. Jennifer is not currently using this bank account for anything. It may have been opened for the IFA loan payment to be transferred out of, but it has not been used as that for quite some time. There is currently only a small amount of money in that bank account and it was suggested it could be transferred to the other Umpqua Rev Bond bank account #0318 or the LGIP Rev Bond Reserve bank account. It was decided to come back to this question at a later meeting.

**Budget** – We went over the Budget and Budget Documents with the budget committee at the Budget Committee Meeting right before this meeting. We are right on schedule with the Budget Calendar and will do the second readings and vote on the Budget Resolution and Rate Resolutions at the May Meeting

**New Business: no new business**

**Correspondence** – We did receive the Spring SDAO News and Risk Management Review. SDAO email on Joint Cyber Security policy.

Cory – received a call and follow-up email from Scott McMullen, chairman of the OR Fisherman’s Cable Committee (OFCC, coordinates with undersea fiber-optic cable companies) about a bill proposal from Department of State Lands (DSL) that may affect our outfall with a lease/rate in the future. Cory will try to get to some of DSL meetings about this to get more information.

**Staff Reports:**

**Plant – Cory:** Zwald was in cleaning lift stations, they also cleaned lines on the north end too. Inland Electric came in to help with a wiring issue at the Pine Beach Lift station. We will start having them come to each lift station to overhaul and clean up wiring where needed. We may switch from EC Electric to Inland Electric for the time being and see how it goes, so far so good. We do have the spare pump now for the Pine Beach Lift Station, so we are ready there if needed. Tui for GIS was out, him and Cory added another 7 manholes into out GIS mapping for a total of 240 manholes in our area, we still have 2 cleanouts that we cannot find.

**Office – Jennifer:** Jennifer’s work anniversary is this month that makes 5 year.

**Board Concerns** – none.

**Motion to adjourn Jerry S, seconded by George B, the meeting adjourned at 11:25 am  
Next meeting: May 14, 2026, Thursday @ 9am  
Budget Hearing with the regular Board Meeting**

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**Ron Hemberry, Board Chairman**

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**Date**