

Minutes of Twin Rocks Sanitary District

July 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 on Thursday, 9am.

Roll Call by Ron Hemberry. All present. Jerry Berndt was present with video conferencing.

Public Comments:

No Public in attendance.

Minutes:

Members read the Minutes for the June 10, meeting.

Motion to approve Jerry S Second, George B 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 # 5582 - 5596, EFT, and ACH payments.

Motion to approve Jerry S. Second, George B. 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) – Purchased new barrel carts that hold the chemicals they use.

Old Business:

Electronic Billing for April Quarter and AR – End of the April Quarter, Q4, ended well. As of June 30th we still have \$13k to collect most of which is the lien list. Deposits vs Invoicing ended at 100%.

At the start of the FY for July invoicing we have sent out 539 invoices for a total of \$234,897. At 9 days into the quarter, even with a holiday, we are at 20% of Deposits vs Invoicing. Last year we were at 25% at the July meeting. So far we are looking good for AR.

Update on LB-50 – At the last meeting in June we had 19 customers at \$11,806 on our list. Today we have 15 customers at \$9,286. We are still a couple of people that need to be called that I feel may pay. We do have until the fifteenth to send the LB-50 to the county. We did have at least three different customers set up with an auto pay with 3 to 4 payments, to pay off their debt of what they owed from the last FY. The customer we talked about last month that had declared bankruptcy called me and I set her up with auto pay payments the same way and now will be paying a monthly auto pay going forward. She was very pleased that we were willing

to help and work with payments. Auto pays worked out much better at receiving past due amounts rather than waiting for a check to come in the mail.

Reports for Year End – Statement of Financial position was presented, Jennifer will be meeting with Dena on July 22nd to close out the year. Q4 reports with budget vs actuals: Payroll – no money was moved at all and everything came in under budget, Office Expenses – came in under budget, Plant Expenses – stayed within budget. We were even able to add the Pine Beach pump into the 25/26 budget. Plant ended at 92%. Jennifer and Cory were able to answer any board questions to their satisfaction.

Pine Beach Lift Station Repair and New Camera Quotes – Cory – Pine Beach Lift Station is back to full operation. Two new pumps, VFDs, with a surge protector have been installed. We are still getting the old pumps looked at to see if at least one can be repaired to be a spare pump. We did by a Ques Camera, they are out of Florida and they do have an office in Portland, which is nice if we have need any repairs or support. Ques is the camera system that our TV guy uses. We did get several quotes from different companies and Ques was the best quote for what they are offering. With Ques we did spend \$14k with a 400' reel which is a longer reel than most. If anyone would like to see a demonstration just let Cory know.

Update to Proposed Ocean Easement Fee – Jennifer was able to locate our original easement document with DSL for our Outfall in Tillamook County archives. It was signed on 7/13/2003 as a 30yr easement. As of July 1st the revised new rules came out on the DSL website and they were also up for public comment. Cory and I went over them and added our comments that we felt still hadn't been addressed. Jennifer listed all the comments to the board that were sent in. Commenting mostly on the cost to renew an easement that has been in the ground for 20 yrs., we are still using it, and it is inspected annual or bi-annually by DEQ requirements. We also commented on how impactful this new fee of \$7,500 for an easement renewal is with a \$500 fee for an outfall would be on our small community. We did get with Rockaway Beach Public Works and let them know the information we found on the revised rules and how we commented. Even though we have a few years until our easement needs to be renewed we need to have everything in place for the Plant's future and not be caught off guard when these fees need to be paid in 2033.

New Business:

Audit Prep Work – The pre-audit reports need to be send over before the auditors come out for their field work, which is 8/11/2026. One thing I have for the board that is in the pre-audit reports is the board surveys. The board read the surveys and filled them out. Jennifer will send them in.

Employee Wages for the 26/27 FY - handout on how the 25/26 wages ended up, what was budgeted in 25/26, and what is now budgeted for 26/27. State of OR increased the minimum wage on July 1, 2026 by 3.3%. COLA for 2026 is at 2.8% and COLA for 2027 has a predicted amount between 3.8% - 4.7% as of today, which has increased since we started the budget for 26/27 in March. Jennifer did explain how the 26/27 budgeted salary numbers were set and that there is extra money with the succession money and the plant back-up position that is not filled, but is still budgeted. The board discussed different options to stay within budget, but overall, still felt the three employees we currently have are performing an exceptional job performance and need to be paid for it more than just a cost of living increase.

Joann motioned that Jennifer, Cory, and Martin should be recognized for the exceptional work they are doing for the District and should be awarded a wage increase of 6% for the 26/27 FY. George seconded. All voted unanimously.

Discussion on the 457b retirement. George motion to increase the 457b Deferred Comp. Employer portion of our retirement plan the same 6% of the pay increase and it should be increased the same as

the salary each year going forward. Joann seconded. All voted unanimously. Though Ron advised, it would still need to be in the minutes each year that it was discussed. All agreed.

Correspondence –

USPS – stamps are going up from 0.78 to 0.82 on 7/12/26

News & Risk Management Review Summer 2026

OR Government Ethics Commission – Revised Guide for Public Officials – This was emailed to all board members on 6/23/26

Staff Reports:

Plant – Cory: Zwald did do clean outs on the lift stations and some lines. We did receive our camera form Ques. The truck was serviced this last week.

EC is still working on the VFD for the effluent pump at the plant and should be finished soon. Nathan (programmer) from Graybar and Mark from Industrial Solutions are doing their finishing work on VFD still, should only be a week or two and that job will be finished.

I will be taking some vacation time from July 27th – 30th, during that time Martin will be here in the mornings.

Office – Jennifer: I am preparing for the upcoming audit.

Board Concerns: Ron asked about the development that may happen south of us across from Smith Lake. Cory responded that they have currently split the lot and is selling the property on the north side, 39 acres. The rest of the property on the Barview side is still up in the air on what the county will allow them to do.

Motion to adjourn Jerry S, seconded by George B, the meeting adjourned at 10:20 am

Next meeting: August 13, 2026, Thursday @ 9am

Ron Hemberry, Board Chairman

Date