

P.O. BOX 8
SPRINGFIELD, OREGON 97477
541-746-1676
TTY 1-800-735-2900
www.rwdonline.net/marcola

Minutes of Marcola Water District Board Regular Session

Date: December 8, 2025

Time: 6:00 P.M.

Location: Community Room Mohawk Valley Rural Fire District Station #1

Board Members Attending: Tim Sanders, Sandra McCarthy, Patrick Watson, Dawn Cole, Jeffrey Meray.
Others Attending: Jamie Porter

Regular Session

President Tim Sanders called the meeting to order at 6:03 P.M.

President Sanders called roll: 1 - Watson (T) present, 2 - Sanders (P) present, 3 - Cole (S) present, 4 - McCarthy (VP) present and 5 - Meray (M) present.

President Sanders reviewed the agenda: No new items.

Review Items

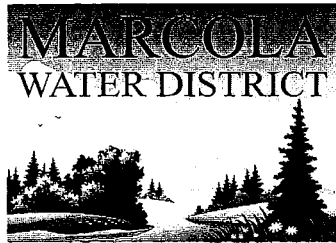
The minutes of November 10, 2025 were reviewed. Sandra McCarthy made a motion to approve the November 10, 2025 minutes. Jeffrey Meray seconded the motion. Approved by unanimous vote (5-0).

The financial report and updated bill list for November 2025 was reviewed and discussed. Dawn Cole made a motion to approve payment of the November 2025 bill list. Sandra McCarthy seconded the motion. Approved unanimously (5-0). The checks were signed by Patrick Watson and Sandra McCarthy.

President Tim Sanders read aloud the following reports for the record.

- 1) The missing checks report for November 2025 was reviewed by President Tim Sanders. The check numbers for November 2025 are 1202-1252 and there are no breaks in sequence. The November 2025 missing checks report was approved and signed by President Tim Sanders.
- 2) The audit trail report for November 2025 was reviewed by President Tim Sanders. The November 2025 audit trail report was approved and signed by President Tim Sanders.
- 3) The vendor quick report for November 2025 was reviewed by President Tim Sanders. There were no new vendors for November 2025. The November 2025 vendor quick report was approved and signed by President Tim Sanders.

Business from the Audience: None.



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Business from the Board: None.

Business from the Staff: Jamie Porter updated the Board on the following items.

Small System Equipment Assistance Grant: The state has confirmed our grant reward. The grant will provide \$20,000 to purchase three new chemical dosing pumps for chlorine and soda ash and replace our Mission control system. (We buy the equipment and submit requests for reimbursement).

Marcola Employee Transitions: Jeff Morrison has applied for early Social Security retirement to start January 2026. He intends to transition away over the next couple of months.

Mike Silva has formally submitted an application for the part-time position as the backup operator. He has passed the background check. Board approval is requested to hire Mike Silva and begin training.

Motion to hire for position of backup operator: Dawn Cole made a motion to hire Mike Silva for the position of backup operator and begin his training. Sandra McCarthy seconded the motion, Approved by unanimous vote (5-0).

President Tim Sanders announced the next meeting will be January 12, 2026 and requested a motion to adjourn if there was no further business.

Jeffrey Meray made a motion to adjourn, Sandra McCarthy seconded the motion, Approved unanimously (5-0).

President Sanders adjourned the meeting at 6:13 P.M.

Approved by Board Secretary Dawn A Cole