

GLENEDEN SANITARY DISTRICT
Regular Board Meeting
6595 Gleneden Beach Loop
November 12, 2025
2:00 PM

OPENING

President Phil Jensen opened the regular board meeting at 2:00 p.m.

ROLL CALL

Present in person were President Phil Jensen, Secretary/Treasurer Ray Burleigh, Director Jimmy Newton, Director John Heath, Contract Superintendent Jeramy Price, Office Manager Eisenbarth and Recording Secretary Julie Goodrich. Director John Alita, Attorney Adam Springer and Ken Condit of HHPR were present via Teams.

PLEDGE OF ALLEGIANCE

All stood for the Pledge of Allegiance.

ITEMS FROM THE AUDIENCE

None

MINUTES OF PREVIOUS MEETINGS

Director Heath moved to approve the minutes of the October 8, 2025, Regular meeting. Director Newton seconded the motion. All present voted in favor. The motion passed unanimously.

TREASURER'S REPORT

Contract Superintendent Price reviewed payables with the board.

The Board reviewed the cash status, financial summary reports and the payment of bills. Director Heath moved to approve the payment of bills. Secretary/Treasurer Burleigh seconded the motion. All present voted in favor. The motion passed unanimously.

Office Manager Eisenbarth advised the board that no new reports have been received from the City of Depoe Bay since September.

NEW BUSINESS

Approve Resolution 25-03 Updates to the Lincoln County Multi-Jurisdictional Natural Hazards Mitigation Plan

Office Manager Eisenbarth read Resolution 25-03, a Resolution Adopting the Gleneden Sanitary District Representation in the Updates to the Lincoln County Multi-Jurisdictional Natural Hazards Mitigation Plan, by title only. A motion was made by Director Heath and seconded by Director Newton to approve Resolution 25-03, a copy of which is attached hereto, and by this reference made a part of these minutes. All present voted in favor. The motion passed unanimously.

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Approve Resolution 25-04 Designating Registered Office and Registered Agent
Office Manager Eisenbarth read Resolution 25-04, a Resolution and Notice Designating a Registered Office and Registered Agent, by title only. A motion was made by Director Heath and seconded by Secretary/Treasurer Burleigh to approve Resolution 25-04, a copy of which is attached hereto, and by this reference made a part of these minutes. All present voted in favor. The motion passed unanimously.

SUPERINTENDENT'S REPORT

Ken Condit with HHPR reviewed his suggested edits to the Willamette Partnership Draft Methodology for Viability Study of Establishing a Mid-Coast Sanitary Authority with the board of directors. Each director expressed their concerns about the proposed joint district. Mr. Condit and Attorney Springer addressed the Director's engineering and legal concerns regarding further details of the Viability Study, control of assets, the condition of the current facility and the proposed new outfall. The board of directors agreed to send the draft back to Willamette Partnership with the notes attached.

Director Newton inquired about the status of a Kaizen meeting regarding the proposed outfall. Office Manager Eisenbarth stated that she will touch base with Mary of DEQ and Tim of Civil West Engineering.

Superintendent Price stated that Lincoln County will not allow the purchase of the 25 acres divided from the Manulife Acreage, but the County may allow a lot line adjustment.

Superintendent Price advised the board that Kim Anderson with RCAC has started the rate study.

Superintendent Price updated the board that both the North and South Willark Park pump stations and the Searidge pump station have been cleaned. He stated that they are preparing the Evergreen pump station for new controls.

Superintendent Price stated that the next project is to TV, clean and line the Rhododendron Ave main.

Superintendent Price asked the board for approval on the annual staff appreciation gift. Director Newton motioned to approve the gift for \$300. Secretary/Treasurer Burleigh seconded the motion. All present voted in favor. The motion passed unanimously.

OLD BUSINESS

The directors agreed to schedule a meeting between Director Alita, Director Newton and Attorney Springer to discuss the Interim Rate proposal to the city of Depoe Bay before the next regular board meeting.

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ADJOURNMENT

There was no other business to come before the meeting and Director Heath adjourned the meeting at 3:09 pm.

Respectfully submitted,

 _____, President

 _____, Secretary

**GLENEDEN SANITARY DISTRICT
RESOLUTION No. 25-03**

A Resolution Adopting the Gleneden Sanitary District Representation in the Updates to the Lincoln County Multi-Jurisdictional Natural Hazards Mitigation Plan

Whereas, the **Gleneden Sanitary District** recognizes the threat that natural hazards pose to people, property and infrastructure within our community; and

Whereas, undertaking hazard mitigation actions will reduce the potential for harm to people, property and infrastructure from future hazard occurrences; and

Whereas, an adopted Natural Hazards Mitigation Plan is required as a condition of future funding for mitigation projects under multiple FEMA pre- and post-disaster mitigation grant programs; and

Whereas, the **Gleneden Sanitary District** has fully participated in the FEMA prescribed mitigation planning process to prepare the *Lincoln County, Multi-Jurisdictional Natural Hazards Mitigation Plan*, which has established a comprehensive, coordinated planning process to eliminate or minimize these vulnerabilities; and

Whereas, the **Gleneden Sanitary District** has identified natural hazard risks and prioritized a number of proposed actions and programs needed to mitigate the vulnerabilities of the **Gleneden Sanitary District** to the impacts of future disasters within the *Lincoln County, Multi-Jurisdictional Natural Hazards Mitigation Plan*; and

Whereas, these proposed projects and programs have been incorporated into the *Lincoln County, Multi-Jurisdictional Natural Hazards Mitigation Plan* that has been prepared and promulgated for consideration and implementation by the participating cities and special districts of Lincoln County; and

Whereas, the Oregon Department of Emergency Management and Federal Emergency Management Agency, Region X officials have reviewed the *Lincoln County, Multi-Jurisdictional Natural Hazards Mitigation Plan* and pre-approved it contingent upon this official adoption of the participating governments and entities;

Whereas, the NHMP is in an on-going cycle of development and revision to improve its effectiveness; and

Whereas, **Gleneden Sanitary District** adopts the NHMP and directs the **Contract Superintendent** to develop, approve, and implement the mitigation strategies and any administrative changes to the NHMP.

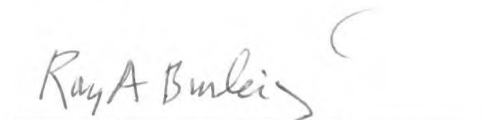
Now, therefore, be it resolved, that the **Gleneden Sanitary District** adopts *the Lincoln County Multi-Jurisdictional Natural Hazards Mitigation Plan* as an official plan; and

Be it further resolved, that the **Gleneden Sanitary District** will submit this Adoption Resolution to the Oregon Department of Emergency Management and Federal Emergency Management Agency, Region X officials to enable final approval of the *Lincoln County Multi-Jurisdictional Natural Hazards Mitigation Plan*.

Adopted this 12th day of November, 2025



President, Board of Directors



Secretary

RESOLUTION NO. 25-04

A RESOLUTION AND NOTICE DESIGNATING A REGISTERED OFFICE AND REGISTERED AGENT

WHEREAS, the Gleneden Sanitary District (“District”) is an Oregon special district formed under Oregon Revised Statutes (“ORS”) Chapter 198 and authorized under ORS Chapter 264; and

WHEREAS, ORS 198.340 requires a special district to designate a registered office and a registered agent where and upon whom any process, notice or demand required or permitted by law to be served upon the District may be served; and

WHEREAS, the registered agent shall be an individual resident of Oregon whose address is identical with the registered office of the District, and the registered office may be, but need not be, the same as the place of business of the special district; and

WHEREAS, by resolution duly adopted by the District Board the District may establish or change its registered office or its registered agent, or both, upon filing with the office of the Secretary of State and county clerk of each county in which it is located a statement setting for the information provided in ORS 198.340, and such statement shall be subscribed and sworn to by the secretary, financial officer or chairperson of the District Board;

NOW, THEREFORE, the District’s Board of Directors hereby resolves as follows:

1. Jeramy Price shall be the District’s registered agent.
2. The District’s registered office shall be 6595 Gleneden Beach Loop, Gleneden Beach, OR 97388.
3. As chairperson, the Board President shall sign and have notarized the statement attached hereto as Exhibit A and incorporated herein by this reference and shall cause a signed original of such statement to be filed with the Oregon Secretary of State, Archives Division, and the Lincoln County Clerk.

APPROVED AND ADOPTED on November 12, 2025.


Board President

ATTEST:

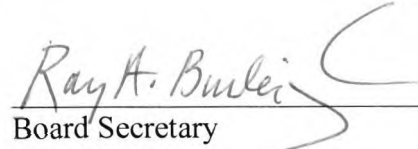

Board Secretary

EXHIBIT A

NOTICE OF DESIGNATION OF SPECIAL DISTRICT REGISTERED OFFICE AND REGISTERED AGENT

I, Phillip E. Jensen, am the (check one):
 Board President Secretary Financial Officer of the Gleneden Sanitary District, a municipal corporation, organized under the provisions of Oregon Revised Statutes (ORS) chapter 198 and authorized by ORS chapter 264. I hereby certify that:

1. Pursuant to a duly adopted resolution of the District, the registered office of this District is:

6595 Gleneden Beach Loop, Gleneden Beach, OR 97388

2. The registered agent in Oregon at such registered office is: Jeramy Price.

IN WITNESS WHEREOF, this District has caused this instrument to be executed in its name by the Board President Secretary Financial Officer of the District this 12th day of November, 2025.

Gleneden Sanitary District

By: *Phillip E. Jensen*

Its: Board President Secretary Financial Officer

STATE OF OREGON)

)

County of Lincoln)

Signed before me on Nov 12, 2025, by Julie Goodrich.

Julie Goodrich
Notary Public - Oregon
My commission expires: 7/23/29



INSTRUCTIONS: A new form must be filed each time a change is made in either the registered agent or the registered office. There is no fee for filing this form. Send the signed form to:
Secretary of State, Archives Division, 800 Summer Street, NE, Salem, OR 97301.

