

OREGON WATER WONDERLAND UNIT II SANITARY DISTRICT

55841 SWAN RD, BEND OR 97707

www.oww2sd.com

Agenda
Board of Directors - Regular Meeting
October 18, 2012 - 10:00 a.m.

Call to Order - Roll Call

Public Comments on Agenda Items

Approval of Minutes

- a. Regular Meeting of September 20, 2012

Approval of Bills

- a. September 2012

Accounting Reports

- a. Profit & Loss and Balance Sheet

Operator Report

Old Business

- a. Resolution No. 12-04 – Adopt Public Contracting Policy

New Business

- a. Customer Griffin Green
- b. DEQ Steering Committee Meeting (Groundwater Protection Project)

Correspondence

Future Agenda Suggestions

Public Comments

Adjourn

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Meeting Minutes Board of Directors – Regular Meeting October 18, 2012 - 10:00 a.m.

Call to Order - Roll Call: President Bob Chase called the meeting to order at 10:00 a.m. Members present; Elreta Humeston, Bob Worthean and Greg Estep. Members absent; Brian Goins. In Brian Goins absence, Bob Chase appointed Bob Worthean as Secretary Pro-Temp for the meeting.

District Employees: Rick Durham and Ellie Davis **Visitors:** Lynn Augustine

Public Comments on Agenda Items: None

Approval of Minutes:

- a. Regular Meeting Minutes of September 20, 2012 were approved.

Approval of Bills:

- a. Elreta made a motion to pay the bills for September 2012 as presented. Greg seconded the motion, the motion carried.

Accounting Reports:

- a. Profit & Loss and Balance Sheets were reviewed.

Operator Report:

- Currently conducting pressure pit maintenance. Found that the cleanouts are collecting grease and build-up. Needing to use the jetter for ones with real heavy build-up.
- Rick and Kevin will be relocating the heater in the shop themselves; a heating contractor and electrician will make the necessary connections in its new location.
- Vic Russell has the snow removal contract for the area. Rick will be meeting with him to go over locations of manholes and that snow stakes are valve locations not road markers.
- Rick and Ellie are working on an Emergency Response Action Plan for the District. It also will incorporate other current safety programs.
- The backhoe is having issues again. Another control board is in need of being replaced and could cost approximately \$8,000.00. This piece of machinery does need a lot of work done to it; other parts, bushings, etc. Rick is looking into another alternative to lifting lift station pumps.
- The audit ending June 30, 2012 are complete, final copies arrived. A copy will be emailed to the Secretary of State and will be placed on the District's website as well.
- Allen Clarke is doing Fire Fuel Reduction over at Section 25 along Foster Rd and is almost finished.

Old Business:

- a. Resolution No. 12-04 Adopt Public Contracting Policy – A resolution adopting a public contracting rules and procedures. Greg made a motion to adopt the resolution. Bob Worthean seconded the motion, motion carried unanimously.

New Business:

- a. Customer Griffin Green – Customer paid his promissory note in full today but did not stay for the meeting.

- b. DEQ Steering Committee Meeting – DEQ, USGS, and Deschutes County have determined that the safety of the groundwater in South Deschutes County is threatened by nitrate contamination from on-site septic systems. Bob Worthean attended a meeting on Tuesday October 2, 2012 held by the DEQ Steering Committee to educate himself and gather information to find out what they intend to do.

Correspondence: None

Future Agenda Suggestions:

- DEQ Steering Committee Update

Public Comments:

Lynn Augustine – She asked if homes on the individual pump systems; if owners were to damage a pump by disposing of items into the sewer that they shouldn't do, could the District charge them for repair or replacement? Yes. She also asked what the Boards procedure is for filling board vacancies. Greg explained that the Board has to follow ORS 198.320.

Adjourn: The meeting was adjourned by President Robert Chase at 11:00 a.m. The time and place of the next meeting is at 10:00 a.m. on Thursday November 15, 2012 at the District Office.

Elreta Humeston
Secretary Pro Temp

November 14, 2012
Date