

OREGON WATER WONDERLAND UNIT II SANITARY DISTRICT

55841 SWAN RD, BEND OR 97707

www.oww2sd.com

Agenda Board of Directors - Regular Meeting May 17, 2012 – 10:00 a.m.

Call to Order - Roll Call

Public Comments on Agenda Items

Approval of Minutes

- a. Budget Meeting of April 6, 2012
- b. Regular Meeting of April 19, 2012
- c. Budget Meeting of April 19, 2012

Approval of Bills

- a. April 2012

Accounting Reports

- a. Profit & Loss and Balance Sheet

Operator Report

Old Business

- a. Midstate Electric Energy Audit
- b. Upper Deschutes River Coalition
- c. Increase of Monthly Sewer Service Fees

New Business

- a. AT&T Cell Tower
- b. Water/Sewer Districts
- c. Bad Debt List

Correspondence

Future Agenda Suggestions

Public Comments

Adjourn

OREGON WATER WONDERLAND UNIT II SANITARY DISTRICT

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Meeting Minutes Board of Directors – Regular Meeting May 17, 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, Brian Goins and Greg Estep.

District Employees: Rick Durham and Ellie Davis **Visitors:** None

Public Comments on Agenda Items: None

Approval of Minutes:

- a. Budget Meeting Minutes of April 6, 2012 were approved.
- b. Regular Meeting Minutes of April 19, 2012 were approved.
- c. Budget Meeting Minutes of April 19, 2012 were approved.

Approval of Bills:

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

Accounting Reports:

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

Operator Report:

- One home connected to the system this month, SDC fees had already been paid.
- Two properties with sand filters will be connecting soon; properties on Snow Goose and Brant.
- Irrigation at Section 25 started on 5/9/12.
- 4/24/12 - The E1 lift station pump was pulled to clear rags.
- 4/25/12 - Blue Heron lift station pump was pulled to clear rags.
- 4/30/12 - Replaced bag valve and controller at 56045 Black Duck Rd. Controller was stuck open longer than usual.
- 5/3/12 - Vacuum pod was stuck open at 17416 Rail Dr. Replaced bag valve, controller and all hoses.
- 5/5/12 - At Greg Estep's home (56044 Black Duck Rd) he had sewer coming out of the cleanouts near the house. The vacuum pit was flooded, replaced bag valve, controller and all hoses.
- The oil and exhaust filters were changed in the vacuum pumps. The exhaust filters were filled with corrosion. No one else has seen anything like it. Rick is sending oil samples to the manufacturer to be analyzed.
- Rick is looking into the cost of replacing the vacuum pumps. The pumps the district currently has are not recommended for this facility. The district may be able to get new pumps for not much more then it costs to rebuild the current ones.
- The oil was changed on the irrigation pivot center drive motors and the worm gear drive wheels.
- 4/24/12 - Joe Hawkins from OSHA performed an unannounced inspection. He checked the districts MSDS, Safety Manuals and Safety Meeting Records. He also walked thru the vacuum station, lab and shop, said everything looked great.

Old Business:

- a. Midstate Electric Energy Audit – Rick phoned them after last months meeting with a promise to have the information available right away. Have yet to get a response.
- b. Upper Deschutes River Coalition – SDAO prepared an agreement to be signed that UDRC will assume full responsibility for any risk of bodily injury, death or property damage. A certificate of insurance will be provided and they will be the only ones allowed access to the property.
- c. Increase of Monthly Sewer Service Fees – A special meeting took place on March 1, 2012 regarding the need to increase sewer service fees. The districts CPA (Harrigan Price Fronk & Co LLP) proposed the rates be increased from \$55.00 to \$61.60. This topic was also brought up to the budget committee at a meeting held on May 10, 2012. Greg added that other cities in Oregon are in need of major repairs to dated sewer systems. Since those districts did not save they are now faced with having to increase rates to nearly double to fund repairs. Suggestions were made to make the amount an even number and increase it to \$62.00. This will assist in balancing the budget and to save for future repairs to the sewer system to avoid the need of additional loans. The increase will take effect on July 1, 2012. A letter will be mailed to all property owners notifying them of the increase.

New Business:

- a. AT&T Cell Tower - The district received a letter from AT&T regarding changes they want to make to the lease agreement. The attorney, Eileen Eakins, reviewed the letter. By signing the letter the district will receive a one time lump sum payment in exchange giving AT&T the right to be able to add additional antennas to the tower without compensating the district. The Board declined signing the letter.
- b. Water/Sewer Districts - The Board discussed the possibility of merging with the water district and the benefits of combining them. Greg suggested he and Bob Chase meet with the water districts President and discuss it further.
- c. Bad Debt List - Delinquent accounts through April’s billing totals \$23,134.00, there is two months remaining in the fiscal years billing. Delinquent accounts that have liens on the properties total \$12,005.00.

Correspondence: None

Future Agenda Suggestions:

- Midstate Electric Energy Audit
- Water/Sewer Districts
- Budget Hearing May 22, 2012 at 6:30 p.m.
- Stipend for Board President Only

Public Comments: None

Adjourn: The meeting was adjourned by President Robert Chase at 11:10 a.m. The time and place of the next meeting is at 10:00 a.m. on Thursday June 21, 2012 at the District Office.

Elreta Humeston
Secretary

June 21, 2012
Date