

OREGON WATER WONDERLAND UNIT II SANITARY DISTRICT

55841 SWAN RD, BEND OR 97707

www.oww2sd.com

Agenda
Board of Directors - Regular Meeting
August 17, 2017 – 10:00 a.m.

Call to Order

Approval of Minutes

- a. Special Meeting of July 12, 2017
- b. Regular Meeting of July 20, 2017

Approval of Bills

- a. July 2017

Accounting Reports

- a. Profit & Loss and Balance Sheet

Operator Report

Old Business

- a. Employee Handbook Update
- b. SDAO Training

New Business

- a. LGIP Update

Correspondence

Future Agenda Suggestions

Public Comments

Adjourn

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Meeting Minutes Board of Directors – Regular Meeting August 17, 2017 - 10:00 a.m.

Call to Order: Bob Chase called the meeting to order at 10:00 a.m. Members present; Elreta Humeston, Michael Hanbey and Ann Arritola. Members absent; Bob Worthean. **District Employee:** Rick Durham and Ellie Davis. **Visitors:** None.

Approval of Minutes:

- a. Special Meeting Minutes of July 12, 2017 were approved.
- b. Regular Meeting Minutes of July 20, 2017 were approved.

Approval of Bills:

- a. Michael made a motion to pay the bills for July 2017 as presented. Ann seconded the motion, the motion carried unanimously.

Accounting Reports:

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

Operator Report:

- The vacuum sewage level sensor and low sewage float went faulty in the vacuum tank and needed to be replaced. The sewage level sensor is obsolete and cannot be re-programmed. The Automation Group has a new one and will be replacing the level sensor next week.
- 8/8/17 the 1980 Chevy pickup sold on the surplus auction site for \$2,201.00. The buyer will be picking it up sometime after the solar eclipse.
- Tony DeBone was able to get the hay off the field in a timely manner and we got the water back on immediately. He cut and baled 30 tons of hay so far and will also get a second cutting this year.

Old Business:

- a. Employee Handbook Update – The Board reviewed 3 options drafted for updating the Payday portion of the Employee Handbook. Michael made a motion to adopt Option A, which will move payday from the 1st to the 5th and the 16th to the 20th of the month. Ann seconded the motion, the motion carried unanimously.
- b. SDAO Training – On August 2, 2017, Michael attended the training and wanted to share some possible legislature changes in the ethical requirements and public meeting interpretations with the other Board Members.

New Business:

- a. LGIP Update – The names that are listed with the Local Government Investment Pool Account (State Treasury) is out of date and needs to be updated. Board President and Secretary will need to be on there and the Board designated District Manager and Office Manager be listed on the account as well. Along with the update, the State Treasury will be able to grant online access to the account to make transfers easier.

Correspondence: None

Future Agenda Suggestions: None

Public Comments: None

Adjourn: The meeting was adjourned by President Robert Chase at 10:35 a.m. The time and place of the next regular meeting is at 10:00 a.m. on Thursday September 21, 2017 at the District Office.

Robert Chase _____
President

Date