

**OREGON WATER WONDERLAND UNIT II SANITARY DISTRICT**

55841 SWAN RD, BEND OR 97707

[www.oww2sd.com](http://www.oww2sd.com)

**Agenda**  
**Board of Directors - Regular Meeting**  
**September 20, 2012 - 10:00 a.m.**

**Call to Order - Roll Call**

**Public Comments on Agenda Items**

**Approval of Minutes**

- a. Regular Meeting of August 15, 2012

**Approval of Bills**

- a. August 2012

**Accounting Reports**

- a. Profit & Loss and Balance Sheet

**Operator Report**

**Old Business**

- a. Auditor Dick Donaca

**New Business**

- a. Farm Lease
- b. Resolution No. 12-04 – Adopt Public Contracting Policy
- c. Executive Session – ORS 192.660(2)(i) to review or evaluate employment related performance

**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 September 20, 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:** Lynn Augustine

**Public Comments on Agenda Items:** None

### Approval of Minutes:

- a. Regular Meeting Minutes of August 15, 2012 were approved with minor changes.

### Approval of Bills:

- a. Elreta made a motion to pay the bills for August 2012 as presented. Bob Worthean seconded the motion, the motion carried.

### Accounting Reports:

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

### Operator Report:

- 9/10/12 - Problem was spotted at the E1 Lift Station. The south pump ran 30+ hours over the weekend. The pump had recently been replaced a couple of weeks ago with a brand new pump. An electrician came out and analyzed the situation and found everything was working fine, except for the new pump. The pump was purchased from Industrial Specialties and they currently had one of our old pumps, which they were rebuilding. Our rebuilt pump was then brought out and was installed, all is working fine. The brand new pump purchased is under warranty and Industrial Specialties is going to take care of it.
- 9/19/12 – Two pods were stuck open last night. One was the Eider buffer tank and the other was down on Rail/Sandpiper.
- New construction at 17256 Tholstrup. New home is being built, so far the SDC for connecting the property has not been paid.
- Tony DeBone was not able to get a second cutting of grass this season.
- One of the holding pond liners over at Section 25 has about a 1 foot tear. It's located by the roadside above the water. Rick is in the process of getting bids to have it repaired.

### Old Business:

- a. Auditor Dick Donaca – Dick will have a draft copy of the audit by the end of the week for the Board to review. On the other item, Rick located the financial documents and meeting minutes in regards to the District's apparent financial loss. He found the error in the meeting minutes that stated the District had a loss when it was actually an increase in assets. This was confirmed by the District's Auditor (Dick Donaca) who reviewed the financial documents and was verified by Greer Mahr & Associates (now called SGA Certified Public Accountants & Consultants) who completed the audit for the year ending 2005/2006. The information will be posted on the District's website and on the bulletin board at the mailboxes for viewing.

**New Business:**

- a. Farm Lease - The attorney, Eileen Eakins, prepared a draft copy with few changes for farming over at Section 25. Tony DeBone was the only applicant interested, which he is the current tenant leasing the property. Greg made a motion to approve the draft lease and give Rick the authority to finalize the lease with Tony DeBone.
- b. Resolution No. 12-04 – Adopt Public Contracting Policy - The Board reiterated items in the policy. Attorney, Eileen Eakins, made some recommendations and she will prepare a final copy and it will be adopted at next month’s regular meeting by Resolution.
- b. Executive Session - Under ORS 192.660(2)(i) - The Board went into executive session to review or evaluate employment related performance. The Board returned from executive session.

**Correspondence:** None

**Future Agenda Suggestions:** None

**Public Comments:** None

**Adjourn:** The meeting was adjourned by President Robert Chase at 12:00 p.m. The time and place of the next meeting is at 10:00 a.m. on Thursday October 18<sup>th</sup>, 2012 at the District Office.

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Robert Worthean  
Secretary Pro Temp

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October 18, 2012  
Date