

OREGON WATER WONDERLAND UNIT II SANITARY DISTRICT

55841 SWAN RD, BEND OR 97707

www.oww2sd.com

Agenda Board of Directors - Regular Meeting January 19, 2012 – 10:00 a.m.

Call to Order - Roll Call

Public Comments on Agenda Items

Approval of Minutes

- a. Regular Meeting of December 15, 2011
- b. Special Meeting of December 28, 2011

Approval of Bills

- a. December 2011

Accounting Reports

- a. Profit & Loss and Balance Sheet

Operator Report

Old Business

- a. Audit Ending June 30, 2011
- b. SDAO Annual Conference

New Business

- a. Appoint Budget Officer
- b. Budget Committee
- c. Resignation of Officer
- d. Possible Property Merge

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 January 19, 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 and Greg Estep. Members absent; Terri Rotbergs and Bob Worthean. **District Employee:** Elisa Davis **Visitors:** None

Public Comments on Agenda Items: None

Approval of Minutes:

- a. Regular Board Meeting Minutes of December 15, 2011 were approved.
- b. Special Meeting Minutes of December 28, 2011 were approved with minor corrections.

Approval of Bills:

- a. Greg made a motion to pay the bills for December 2011 as presented. Elreta seconded the motion, the motion carried unanimous.

Accounting Reports:

- a. Profit & Loss and Balance Sheets were reviewed. Greg added that Elisa prepared for the Board an accounting report of SDC monies collected for each year.

Operator Report:

- Backup batteries in the UPS (uninterruptable power source) and the PLC (programmable logic control) at Section 25. Battery levels were low which was causing a communication time out error. The batteries were installed at the beginning of the project in 2005 and have a 5 year life span. The same batteries were replaced in the Vacuum Station as well. The battery charged failed and was less expensive to replace it then to repair.
- There were a total of 10 sewer connections for 2011.

Old Business:

- a. Audit Ending June 30, 2011 – The Board was presented the final audit ending June 30, 2011 by the District's auditor Richard Donaca at a Special Meeting on December 28, 2011. Also present were the District's CPA's from Harrigan Price Fronk & Co. LLP to answer any questions.
- b. SDAO Annual Conference – Conference will be held on February 10th-12th, 2012 at the Sunriver Resort. Board Members attending will be Bob Chase, Greg Estep and Bob Worthean as well as District Manager Rick Durham.

New Business:

- a. Appoint Budget Officer – Elreta made a motion to appoint Rick Durham and Elisa Davis as Budget Officers for the upcoming 2012-2013 budget year. Greg seconded the motion, the motion carried.

- b. Budget Committee – Letters were mailed to last year’s committee members asking if they are interested in participating again this year. As of today Lynn Augustine returned hers as she will participate again this year. Members have until January 31, 2012 to respond.
- c. Resignation of Officer – Bob Chase read a letter of resignation from Terri Rotbergs. Greg made a motion to accept her resignation. Elreta seconded the motion, the motion carried.
- d. Possible Property Merge – Greg made a motion to table this topic until next Board Meeting awaiting more information from District Manager Rick Durham. Elreta seconded the motion, the motion carried.

Correspondence: None

Future Agenda Suggestions:

- SDAO Conference
- Budget Committee
- Possible Property Merge

Public Comments: None

Adjourn: The meeting was adjourned by President Robert Chase at 10:30 a.m. The time and place of the next meeting is at 10:00 a.m. on Thursday February 16, 2012 at the District Office.

Robert Chase
President

February 16, 2012
Date