

OREGON WATER WONDERLAND UNIT II SANITARY DISTRICT

55841 SWAN RD, BEND OR 97707

www.oww2sd.com

Agenda

Board of Directors - Regular Meeting

April 18, 2018 – 10:00 a.m.

Call to Order

Approval of Minutes

- a. Regular Meeting of March 14, 2018

Approval of Bills

- a. March 2018

Accounting Reports

- a. Profit & Loss and Balance Sheet

Operator Report

Old Business

- a. Proposed Solar Power
- b. Budget Committee

New Business

- a. Anderson Perry & Associates (OWW I Feasibility Study)
- b. Anderson Perry & Associates (GIS)

Correspondence

- a. OWW Unit I Annexation

Future Agenda Suggestions

Public Comments

Adjourn

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Meeting Minutes Board of Directors – Regular Meeting April 18, 2018 - 10:00 a.m.

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

Approval of Minutes:

- a. Regular Meeting Minutes of March 14, 2018 were approved.

Approval of Bills:

- a. Michael made a motion to pay the bills for March 2018 as presented. Ann seconded the motion, the motion carried unanimously.

Accounting Reports:

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

Operator Report:

- 3/6/18 alarm called at 10:00 a.m. for low vacuum. Kaleb found it at Canvasback Dr.; the bag valve had a 2x4 stuck in it. Replaced bag valve and is working normal.
- 3/16/18 customer called at 11:59 p.m., said the sewer alarm was going off. Came in Saturday morning and cleared the pump.
- 3/31/18 Kaleb found a flooded vacuum pit at 55950 Black Duck Rd. There was no vacuum coming from the lateral. Found out that Midstate Electric hit the lateral when they bored to install the electric service. It was repaired and is working normal. Michael made a motion to draft a letter to Midstate for repairs and will be signed by the President of the Board. Ann seconded the motion, the motion carried unanimously.
- March 5th – 9th Kaleb and Rick attended the OAWU 40th Annual Management & Technical Conference in Sunriver.
- Rick received a bid for new aerators for the main lagoon in the amount of \$152,000. This may or may not be considered for next year's budget.
- Michael made a motion for Rick to attend training at Airvac late this coming summer to continue his education. Ann seconded the motion, the motion carried unanimously.

Old Business:

- a. Proposed Solar Power – Michael did verify with the District's Attorney that our authorizing statue will allow the District to install a solar generation system. He also is researching Grant/Loan options through USDA, but has not received a response. Sunlight Solar in Bend put together a preliminary estimate of costs. With Midstate Electrics price per kilowatt being fairly inexpensive, the return on investment would be around 1%. At this point in order to move forward would only be if we could obtain grant monies to offset some of the cost. Michael will research this further and follow up next month.
- b. Budget Committee – The first Budget Meeting will take place on Thursday May 17, 2018 at 11:00 a.m. Committee Members will be Stan Porter & Ricky Keller.

New Business:

- a. Anderson Perry & Associates (OWW I Feasibility Study) – A proposed scope of work and fee estimates were provided to the Board. The estimated sum of \$22,500 to complete the Feasibility Study, using the existing Feasibility Study that was previously done by Tye Engineering years ago. The District may be eligible to apply for and receive up to a \$20,000 grant to help fund the Study. Michael made a motion to acquire Anderson Perry & Associates to execute a contract for the Feasibility Study for Connection of OWW Unit I. Ann seconded the motion, the motion carried unanimously.
- b. Anderson Perry & Associates (GIS) – Rusty Merritt and Troy Baker gave the Board of Directors a presentation of web-based mapping and information tracking system for the District's sanitary systems' assets (referred to as GIS). They will be able to integrate utility data, including maps, as-built drawings, pictures, operations manuals, reports, spreadsheets, and the District's information, to a single system that is secure and readily accessible to all District staff. The proposed scope of services is \$19,520.00. The Board is considering adding this into the next fiscal year's budget.

Correspondence:

- a. OWW Unit I Annexation – Nothing new at this time. Robert & Leonard attended for the Anderson Perry & Associates presentation.

Future Agenda Suggestions:

- Budget Committee
- Solar Power

Public Comments: None

Adjourn: The meeting was adjourned by President Robert Chase at 10:00 a.m. The time and place of the next meeting is at 10:00 a.m. on Thursday May 17, 2018 at the District Office.

Elreta Humeston
Secretary

May 17, 2018
Date