

# OREGON WATER WONDERLAND UNIT II SANITARY DISTRICT

55841 SWAN RD, BEND OR 97707

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

## Meeting Minutes Board of Directors – Regular Meeting April 15, 2021 - 10:00 a.m.

**Call to Order:** Ann Arritola called the meeting to order at 10:02 a.m. Members present; Phil Alves and Jeff Okamoto. Members absent; Elreta Humeston and Ricky Keller. **District Employee:** Reed Campbell and Ellie Davis. **Visitors:** Bob Scott, John Cleveland, Roxanne and Gary Baton. Jeff Okamoto will be Secretary Pro Tem for the meeting.

### Approval of Minutes:

- a. Regular Meeting Minutes of March 18, 2021 were approved.

### Approval of Bills:

- a. Phil made a motion to pay the bills for March 2021 as presented. Ann seconded the motion, the motion carried unanimously.

### Accounting Reports:

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

### Operator Report:

- With weather changing the vacuum pits have been starting to show issues. Also, with the pressure pits the grease in them acts differently. This is an ongoing obstacle every year, it's nothing new, just an indicator that it is time to get started on maintenance earlier this year. The only other thing that has been a problem is the transfer pump seal is out and has been leaking. I've ordered the new seals and they will be here next week.
- Today, staff is pressure washing and cleaning all Lift Stations.
- Phase 2 of fiber is now complete. Now individual houses are being connected. No other issues.

### Old Business:

- a. Budget Committee – No additional applicants have been turned in at this time. James Humeston and Stan Porter will be on the committee again. The first Budget Meeting will take place on Thursday May 20, 2021 at 11:00 a.m.

### New Business:

- a. Letter from Secretary of State Audits Division – Price Fronk & Co. conducted the District's Audit ending June 30, 2020. Upon completion, they noted the same deficiencies as previous year. Another plan of action was drafted to address those deficiencies. Ann made a motion to adopt the plan of corrective action, in response to the deficiencies reported. Phil seconded the motion, the motion carried unanimously. A copy will be filed with the Secretary of State.
- b. System Development Charge Increase – SDC's are increased in April each calendar year according to the ENR Index (Engineering News Record). Fees will be increasing \$210.00 from \$10,195.00 to \$10,405.00. Reimbursement Fee's will be \$8,106.00 and Improvement Fees will be \$2,299.00.
- c. Resolution No. 21-01 Connection Charge – This resolution repeals Resolution 20-01 and will allow the District to increase the Connection Charge from \$387.00 to \$395.00. Ann made a

motion to adopt Resolution No. 21-01. Jeff seconded the motion, the motion carried unanimously.

**Correspondence:** None

**Future Agenda Suggestions:** None

**Public Comments:**

- a. Snipe Rd Annexed Property – Visitors of today’s meeting are Board Member’s of the Property Owner’s Association. They are concerned that the property that was annexed into the Sanitary District is not part of the Oregon Water Wonderland Unit No. 2 Subdivision, therefore they do not pay dues to the POA. Phil expressed they should reach out to the homeowner directly with these matters, and if needed, they are welcome back to see if we can be of further help.

**Adjourn:** The meeting was adjourned by President Ann Arritola at 11:17 a.m. The time and place of the next meeting is at 10:00 a.m. on Thursday May 20, 2021 at the District Office.

Elreta Humeston  
Secretary

May 20, 2021  
Date