

# 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 October 19, 2023 - 10:00 a.m.

**Call to Order:** Secretary Jeff Okamoto called the meeting to order at 10:02 a.m. Members present; Ricky Keller, Dan DeHaven and Michael Roberts. Members absent: Jerry Preston. **District Employees:** Ellie Davis, Sarol Keller, Zach Imel, Ethan Morton & Alionso Donan. **Visitors:** Bob Scott and Gary Baton.

### Approval of Minutes:

- a. Approval of September 21, 2023 Regular Meeting motioned by Michael, seconded by Ricky, all in favor.
- b. Approval of September 27, 2023 Special Meeting motioned by Michael, seconded by Dan, all in favor.

### Approval of Bills:

- a. Approval to pay the bills for October 2023 motioned by Roberts, seconded by Dan, all in favor.

### Accounting Reports:

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

### Operator Report:

- BTL Liners came out and repaired a tear in the storage lagoon liner out at Section 25 on the 16<sup>th</sup> and 17<sup>th</sup>.
- We received the PPE storage boxes for the white Ford pickup and they came already assembled.
- The pontoons arrived yesterday, and the remainder of the boat should arrive by Friday 10/20.
- The new construction taking place on Scaup, the owner came in and paid their SDC.
- A dog had run into the pumper truck, as we were headed back to the plant. The dog is alright, the staff put together a doggie care package for the owner. The owners were there as it happened.
- A new flag was purchased and hung up.
- Zach passed his Collections Level 1 Certification on 10/13. Ethan will take his Collections Level 1 Exam on 10/20.
- Larry Brown from DEQ came down and brought his replacement Carl Makepeace to make introductions since Larry is retiring.
- Rusty Meritt from Anderson Perry showed and conducted training with staff on the GIS of our sewer system. He added that pictures and videos can be added to the pits data record.
- A call-out to a pressure pump. It appears that someone likely dumped their RV in the cleanout causing the pit to flood.
- Ethan has his own boat he will willing to sell the district that is needed for our ponds at Section 25. The board had given him spending authority to purchase one up to \$2,000.00, he is willing to sell his to the district for \$1,000.00. Motion made by Dan, seconded by Ricky to purchase Ethan's boat. Michael suggested it would be a good idea to advertise for a boat for 14 days first. The motion was retracted.
- Jeff consulted with Ethan on options for placing the new grinders into service. The pedestal will need to be modified prior and will take some time to complete. Likely to work on come January.

**Old Business:**

- a. Offer from Octagon Towers – Again they are reaching out to revisit negotiations of doing a buyout and extension of the current ground lease. The board once again responded they are not interested in negotiating any terms at this time.
- b. USDA Refinance DA. Davidson – Following the new bond requirements, an annual assessment is to be conducted and the district’s bond counsel is offering (at a cost) to complete these calculations. Ellie will look into this and likely consult further with Hawkins, Delafield & Wood.

**New Business:**

- a. New Employee – Ellie has hired Sarol Keller part-time to assist in the Office.
- b. RV Dumping into Cleanouts – There have been more frequent after hour callouts for flooded pits, and it is obvious that the cause has come from an RV dumping into a property’s cleanout. The main areas affected are the vacuum & pressure system, they are not designed for such use. Various ideas were mentioned on how to remedy this issue, which also could result in a call-out fee to the customer. Motion made by Dan, seconded by Ricky to draft a letter explaining how dumping into the cleanout is affecting the sewer system and how it could affect the customer, all in favor. Motion made by Jeff, seconded by Ricky that a warning letter be sent specifically to the one home on Rail that is apparent they are regularly dumping an RV into the cleanout. The next call-out will result in a service charge to the customer, all in favor.

**Correspondence:** None

**Future Agenda Suggestions:** None

**Public Comments:** None

**Adjourn:** Secretary Jeff Okamoto adjourned the meeting at 10:58 a.m. The time and place of the next meeting is at 10:00 a.m. on Thursday November 16, 2023, at the District Office.

Jeff Okamoto  
Secretary

11/16/2023  
Date