

OREGON WATER WONDERLAND UNIT II SANITARY DISTRICT

55841 SWAN RD, BEND OR 97707

www.oww2sd.com

Agenda Board of Directors - Regular Meeting September 18, 2014 – 10:00 a.m.

Call to Order - Roll Call

Public Comments on Agenda Items

Approval of Minutes

- a. Regular Meeting of August 21, 2014

Approval of Bills

- a. August 2014

Accounting Reports

- a. Profit & Loss and Balance Sheet

Operator Report

Old Business

- a. OWW Unit I Annexation
- b. Executive Session – ORS 192.660 (2)(i) to review or evaluate employment related performance
- c. SDAO Best Practices Program

New Business

- a. Neighborhood Watch

Correspondence

Future Agenda Suggestions

Public Comments

Adjourn

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Meeting Minutes Board of Directors – Regular Meeting September 18, 2014 - 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, Phil Alves, Ann Arritola. **District Employee:** Rick Durham and Ellie Davis. **Visitors:** None

Public Comments on Agenda Items: None

Approval of Minutes:

- a. Regular Meeting Minutes of August 21, 2014 were approved.

Approval of Bills:

- a. Elreta made a motion to pay the bills for August 2014 as presented. Ann seconded the motion, the motion carried unanimous.

Accounting Reports:

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

Operator Report:

- Experienced an increased number of call outs for problems on the 10" vacuum lines down on Eider and Merganser Ct. All pits have been re-timed and the line has been working well for 2 weeks without any problems.
- Upon Rick rebuilding controllers, he found some controllers have different parts in them that could be the cause of the bag valves to stick open. He has sent Airvac a controller and the different parts to have them looked over. In the meantime, the correct parts that we need are no longer made. The parts that are available are the parts that are not working correctly in the controllers we have. Airvac is suggesting we buy new controllers.
- The draft audit came in earlier this week. Been in touch with the CPA's regarding some questions and a few pages were missing, waiting to hear back.
- Rick has been in touch with Portland Engineering to get a detailed breakdown of the charges for upgrading the vacuum station computer.

Old Business:

- a. OWW Unit I Annexation – Rick received an email update from owner Robert Stingle who had volunteered to explore what needs to be done to implement the sewer system over to OWW Unit I. He was under the impression that all that was required was to gather enough signatures on a petition, be placed on the ballot and then passed. Once that was done, proceed with financing and construction. After he spoke with Deschutes County Legal Counsel, he had learned that the area is still under the Goal 11 Rule that was passed in the 1970's, this prevented urbanization of rural areas and prohibiting sewer systems in the area. OWW Unit II Sanitary District was grandfathered in before this legislation took effect. However, Deschutes County Community Development (in conjunction with DEQ) is pursuing an exception to the Goal 11 Rule to permit sewer systems in the South County/La Pine area and its draft of this exception should be ready later this month. If the exception is granted,

OWW Unit I would be eligible. However, if the exception is granted, it could be appealed by owners who do not want to switch from septic to sewer and this appeal process could be tied up in the courts for a considerable time. They could proceed with the annexation and hope that the exception is granted and would be ready to move forward, but to put it on the ballot (according to the county clerk) costs around \$4,000 - \$5,000, and the question arises what their obligations will be once they are annexed into the sewer district. Robert proposes that they wait until the Goal 11 Exception draft is completed and perhaps meet in October to further discuss.

- b. Executive Session – ORS 192.660 (2)(i) – The Board went into executive session to review or evaluate an employment related performance. The Board returned from executive session. Bob Worthean made a motion to give the District Manager a 2.5% cost of living raise for the fiscal year 14/15, retroactive to July 1, 2014. Phil seconded the motion, the motion carried unanimously. Ann made a motion to get a \$100 gift certificate for Rick, a \$50 gift certificate for Kyle and a \$50 gift certificate for Ellie as a compensation for their perfect OSHA inspection. Bob Worthean seconded the motion, the motion carried unanimously. Bob Chase made a motion to purchase a house plant for Ellie Davis for the recent loss of her mother. Ann seconded the motion, the motion carried unanimously.
- c. SDAO Best Practices Program – SDAO is introducing a new Best Practices Program that gives the District the opportunity to receive a 10% credit. The calculation of the discount will be based on five categories that each offer 2% toward the total credit. So far the district has fulfilled 4 of the 5 categories. Last to be completed is Board Training. These trainings can be accessed by watching training videos available on DVD. Ellie has ordered a reasonably priced TV/DVD combo, considering more and more trainings offered have been available in DVD format.

New Business:

- a. Neighborhood Watch – The neighborhood watch will be having a cake decorating contest and auction here at the District Office on Saturday September 20, 2014 from 1:00 p.m. - 5:00 p.m. Judging of cakes will take place and auctioned off at 3:00 p.m. Bob Chase will be in charge of opening the building and will also be one of the judges.

Correspondence: None

Future Agenda Suggestions:

- Vacuum Station Computer Upgrade
- Board Training
- Employee Pay scale

Public Comments: None

Adjourn: The meeting was adjourned by President Robert Chase at 11:35 a.m. The time and place of the next meeting is at 10:00 a.m. on Thursday October 16, 2014 at the District Office.

Elreta Humeston
Secretary

October 16, 2014
Date