

OREGON WATER WONDERLAND UNIT II SANITARY DISTRICT

55841 SWAN RD, BEND OR 97707

www.oww2sd.com

Agenda Board of Directors - Regular Meeting May 16, 2013 – 10:00 a.m.

Call to Order - Roll Call

Public Comments on Agenda Items

Approval of Minutes

- a. Budget Meeting of April 9, 2013
- b. Regular Meeting of April 18, 2013
- c. Budget Meeting of April 22, 2013

Approval of Bills

- a. April 2013

Accounting Reports

- a. Profit & Loss and Balance Sheet

Operator Report

Old Business

New Business

- a. Executive Session under ORS 192.660 (2)(i) to review or evaluate employment related performance.
- b. Worker's Compensation Claim
- c. Employee Benefits
- d. Budget Hearing
- e. Neighborhood Watch

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 May 16, 2013 - 10:00 a.m.

Call to Order - Roll Call: President Bob Chase called the meeting to order at 10:10 a.m. Members present; Bob Worthean, Elreta Humeston and Greg Estep. Members absent; Brian Goins.

District Employee: Rick Durham and Ellie Davis. **Visitors:** None

Public Comments on Agenda Items: None

Approval of Minutes:

- a. Budget Meeting Minutes of April 9, 2013 were approved.
- b. Regular Board Meeting Minutes of April 18, 2013 were approved.
- c. Budget Meeting Minutes of April 22, 2013 were approved.

Approval of Bills:

- a. Bob Worthean made a motion to pay the bills for April 2013 as presented. Elreta seconded the motion, the motion carried unanimous.

Accounting Reports:

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

Operator Report:

- In April Rick applied bio chemicals to all of the lift stations (Biolyneceus) and it appears to be working. It will take approximately a year to see results in the lagoon. The BOD readings are less, which shows it's had an effect. The sludge build up will be re-evaluated at a later date.
- At the end of the 10 inch line there has been an alarm for low vacuum. The controllers were rebuilt with new parts and seem to be working.
- On 5/4/13, received a call at 12:07 a.m. for a vacuum alarm. The pod at 17505 Rail was stuck open. It appeared to be flooded at some point then stuck open. The bag valve and controller were changed out.
- On 5/5/13, received another call for a vacuum alarm. I had called Kyle to come assist in locating it. The valves on the 10 inch line had to be shut off/on to isolate the area. It was found at the Merganser Ct buffer tanks. The bag valve and controller were changed out.
- With all the callouts, Rick believes that it could've been reduced if the maintenance program was started in March.
- The case regarding juveniles who were caught trespassing over at Section 25 is still pending. The Sheriff's Office mailed documents pertaining to the incident, they are to be completed and returned.

Old Business: None

New Business:

- a. Executive Session – Under ORS 192.660 (2)(i) – The Board went into executive session to review or evaluate an employment related performance.

- b. Worker's Compensation Claim – Employee Kevin McNeeley, has agreed to a settlement offered by SDAO. In that settlement he also resigned his employment with the District. Since Kevin's resignation Rick has changed Kyle Williams' status from temporary part-time to regular full time employment. Kyle is doing a great job and is learning quickly.
- c. Employee Benefits - A discussion took place regarding the pros and cons of changing the District Manager from an hourly wage to salary. This topic was tabled until next week; a special meeting will take place on Thursday May 23, 2013 at 9:00 a.m.
- d. Budget Hearing - Greg Estep made a motion to approve the budget for the fiscal year 2013 – 2014 as presented by the Budget Committee. Bob Worthean seconded the motion, the motion carried unanimously.
- e. Neighborhood Watch - The neighborhood watch program is increasing in size and it's becoming difficult to hold monthly meetings at individual homes. Members of this program asked a couple of the Sanitary District Board Members if it would possible to use the district's meeting building. Luanne Richey (SDAO Risk Management) was contacted and she said she did not think it would be a problem for them to use the District Office to conduct meetings. Greg feels that the community will benefit from this particular group.

Correspondence: None

Future Agenda Suggestions:

- Special Meeting Thursday May 23, 2013

Public Comments: None

Adjourn: The meeting was adjourned by President Robert Chase at 11:20 a.m. The time and place of the next meeting is at 10:00 a.m. on Thursday June 20, 2013 at the District Office.

Brian Goins
Secretary

June 20, 2013
Date