

# 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 September 15, 2022 - 10:00 a.m.

**Call to Order:** Ann Arritola called the meeting to order at 10:00 a.m. Members present; Jeff Okamoto, Jerry Preston, and Dan DeHaven Members absent; Ricky Keller. **District Employees:** Reed Campbell & Ellie Davis. **Visitors:** None.

### Approval of Minutes:

- a. Regular Meeting Minutes of August 18, 2022 were approved.

### Approval of Bills:

- a. Ann made a motion to pay the bills for August 2022 as presented. Jeff seconded the motion, the motion carried unanimously.

### Accounting Reports:

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

### Operator Report:

- No unfamiliar problems to report this month. We are seeing a difference in the grease this year in our pits during maintenance. It seems like there is less grease in our pits. We do not know if this is caused by the higher temperatures and making the grease more malleable and doesn't give the grease time to set up and harden and pass through the pump or what. But the system seems to be running cleaner.
- The issue of people dumping garbage and other items on Foster Rd has not stopped. We have set up additional cameras to hopefully catch any future offenders. The concrete ramp at the Main Office has been poured and there was damage to it caused by rain. The contractor came out and cut out the bad spots and will repour new concrete soon.
- In the next few months, Reed will be looking into options for replacing the muffin monster (grinders). This will help reduce the number of solids that are coming into the main lagoon.

### Old Business:

- a. Board Duties & Responsibilities Policy – The policy was redrafted with changes and reviewed. Ann made a motion to adopt the policy as presented. Dan seconded the motion, the motion carried unanimously.
- b. Sewer System Policy – Ellie revised the document, but there was still one area of concern. Jeff suggested Reed go over the document as well to narrow down specific wording and prepare it for next month's meeting.
- c. SDAO Best Practices – All Board Members have completed the online training. Ellie will submit the information back to Special Districts Association of Oregon.

### New Business:

- a. Sewer Increase Letter – The draft letter was reviewed with one addition to an annual increase. A revised draft will be prepared and considered for next month's meeting.

- b. Cost of Living Adjustment – This topic was on the agenda in June/July of 2021 and was tabled for further review and was not mentioned again. Considerations for 5% were brought about as well as possibly making it retroactive to January 2022. Tabled till next month’s meeting.

**Correspondence:** None

**Future Agenda Suggestions:**

- Cost of Living Adjustment
- Sewer Increase Letter
- POA Attendance October Meeting
- Sewer System Policy

**Public Comments:** None

**Adjourn:** President Ann Arritola adjourned the meeting at 11:08 a.m. The time and place of the next meeting is at 9:00 a.m. on Thursday, October 20, 2022, at the District Office.

Jeff Okamoto  
Secretary

10/20/2022  
Date