

OREGON WATER WONDERLAND UNIT II SANITARY DISTRICT

55841 SWAN RD, BEND OR 97707

www.oww2sd.com

Regular Board Meeting Minutes February 20, 2025 - 10:00 a.m.

Call to Order: Chairman Jerry Preston called the meeting to order at 10:00 a.m. Members present; Ricky Keller, Dan DeHaven and James Teel. Members absent: Michael Roberts. **District Employees:** Ellie Davis. **Visitors:** None.

Upon Michael Roberts resignation, Dan would step into the Secretary position. Jerry nominated Dan for Secretary of the Board, seconded by Ricky, all in favor.

Approval of Minutes:

- a. Approval of Regular Meeting of 1/16/2025 motioned by Ricky, seconded by Dan, all in favor.

Approval of Bills:

- a. Approval to pay the bills for January 2025 motioned by Dan, seconded by James, all in favor.

Accounting Reports:

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

Operator Report:

- Replacement of the new vacuum shut-off valves in the vacuum station is put on hold for now until other repairs within the system are made. The loose tile in the men's bathroom (Meeting Building) has been repaired. The 2nd and 3rd grinders have been installed, all 3 are now online and working properly. The fabricator made a swinging gate for the pontoon boat to make an easy entry and exit from the boat.
- The sampling machine in the lab needs to be replaced as it is not functioning properly. Ellie obtained a quote on a replacement sampler. Dan made a motion to purchase the new sampler as quoted from HACH at \$8,839.00.
- The vacuum system shut off valve is not functioning as it should. We are working as promptly as possible to get a new one. Not sure of the cost but it is a major part of the system, and it has to be in service. Rick Durham (previous employee) has been gracious enough to assist staff with troubleshooting measures and support. Ellie's husband, Mack, also has been offering his help as well and coordinating with Rick. Jerry & Ellie will discuss with Rick and Mack on a reasonable amount of pay for their time working at the plant.
- Ellie is working with NRWA (National Rural Water Association) on possible grant opportunities to upgrade the SCADA system that runs the Vacuum System. Also working with Roediger/Airvac on a wireless digital monitoring system that can be retrofitted into our vacuum system. This would allow us to receive irregularities in the system and pinpoint exact locations.
- Ethan Morton gave the district his two weeks resignation 1/27 to explore other employment opportunities. His last day of employment was 2/10, he has offered assistance if needed.
- Zach Imel made a proposition, and an agreement couldn't be made, so he gave the district his two weeks resignation with last day of employment being 2/28. Given consideration of his situation, it was decided to pay him out on his two weeks and his last day was 2/18.
- Ellie had noticed that an official motion was not taken during the December Board Meeting for the shut-off valves in the vacuum station. Jerry made a motion to purchase the Flomatic valves, seconded by Dan, all in favor.
- The sealing machine that's used to do effluent testing, prior to irrigating, may not be working. A quote was obtained for a replacement machine. Jerry made a motion to purchase the sealing machine (in the event it's not working) in the amount of \$6,500.00, seconded by James, all in favor.

Old Business: None

New Business:

- a. Deficiencies Plan of Action – Price Fronk & Co. conducted the district’s audit ending June 30, 2024. Upon completion, they noted the same deficiencies as the previous year. Jerry made a motion to adopt the plan of action addressing those deficiencies, seconded by Ricky, all in favor. A copy will be filed with the Secretary of State.

Correspondence: None

Future Agenda Suggestions: None

Public Comments: None

Executive Session – The Board went into executive session at 10:42 a.m. under ORS 192.660(2)(i) to review or evaluate the employment related performance. The Board returned from executive session at 11:37 a.m.

Adjourn: Chairman Jerry Preston adjourned the meeting at 11:38 a.m. The time and place of the next meeting is at 10:00 a.m. on Thursday March 20, 2025, at the District Office.

Jerry Preston
Chairman

March 20, 2025
Date