

OREGON WATER WONDERLAND UNIT II SANITARY DISTRICT

55841 SWAN RD, BEND OR 97707

www.oww2sd.com

Agenda Board of Directors - Regular Meeting February 17, 2015 – 10:00 a.m.

Call to Order - Roll Call

Approval of Minutes

- a. Regular Meeting of January 15, 2015

Approval of Bills

- a. January 2015

Accounting Reports

- a. Profit & Loss and Balance Sheet

Operator Report

Old Business

- a. Budget Committee

New Business

- a. Employee Pay Scale
- b. SDC Monies Collected

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 February 17, 2015 - 10:00 a.m.

Call to Order - Roll Call: President Bob Chase called the meeting to order at 10:00 a.m. Members present; Bob Worthean, Phil Alves, Ann Arritola. Members absent; Elreta Humeston.

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

Approval of Minutes:

- a. Regular Meeting Minutes of January 15, 2015 were approved.

Approval of Bills:

- a. Phil made a motion to pay the bills for January 2015 as presented. Ann seconded the motion, the motion carried unanimous.

Accounting Reports:

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

Operator Report:

- 1/4/15 at 2:30 a.m. Kyle received a callout for a vacuum alarm. When he arrived it had fixed itself and was out of alarm.
- 1/22/15 the mechanical seal on the small lagoon transfer pump was leaking. Replaced the seal and is working well with no leaks.
- 1/5/15 cleaned the Blue Heron lift station, scraped grease from the walls and floats.
- 1/6/15 cleaned the Swan and E1 lift station, scraped grease from the walls and floats.
- 1/14/15 cleaned the Wood Duck lift station, scraped grease from the walls and floats.
- The last time the Wood Duck, Swan and Blue Heron lift stations were cleaned was almost a year ago. E1 was cleaned four times last year due to rags in the pumps. The biolynceus bacteria are working and are helping reduce the buildup of grease.
- The vacuum station computer has arrived and the software is being installed.

Old Business:

- a. Budget Committee – Chad Stubblefield and Melissa Stubblefield will participate again this year. No other applications have been turned in at this time. Notice of vacancy has been posted on the District's Bulletin Board, Website and it has been published in The Bulletin newspaper.

New Business:

- a. Employee Pay Scale – Rick provided copies of draft Job Descriptions and Employee Pay Scales for the Board Members to review. Will discuss it further at a later meeting.
- b. SDC Monies Collected – Ellie reported to the Board yearly accounting summary of SDC Monies that have been collected for the 2014 year. Reimbursement Fees of \$44,860.24 and Improvement Fees of \$9,583.00. Of those funds \$4,700.00 was used to install new vacuum sewer pits and new pressure sewer pits for new home construction.

Correspondence: None

Future Agenda Suggestions:

- Budget Committee

Public Comments: None

Adjourn: The meeting was adjourned by President Robert Chase at 10:40 a.m. The time and place of the next meeting is at 10:00 a.m. on Thursday March 19, 2015 at the District Office.

Elreta Humeston
Secretary

March 19, 2015
Date