

OREGON WATER WONDERLAND UNIT II SANITARY DISTRICT

55841 SWAN RD, BEND OR 97707

www.oww2sd.com

Meeting Minutes Board of Directors – Regular Meeting August 18, 2022 - 10:00 a.m.

Call to Order: Ann Arritola called the meeting to order at 10:08 a.m. Members present; Ricky Keller and Jeff Okamoto. Members absent; Jerry Preston and Dan DeHaven. **District Employee:** Reed Campbell & Ellie Davis. **Visitors:** None.

Approval of Minutes:

- a. Special Meeting Minutes of July 14, 2022 were approved.
- b. Regular Meeting Minutes of July 21, 2022 were approved.
- c. Special Meeting Minutes of July 28, 2022 were approved.

Approval of Bills:

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

Accounting Reports:

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

Operator Report:

- This month we have had an issue with the blower motor tripping and shutting down a few times. We have been keeping an eye on it to see what's causing this. We found it was shutting down due to the increased heat in the blower shed. Therefore, we opened the roll door up to get more air flow in on hot days and haven't had any more issues since. Might possibly look into the cost of configuring the blower system with the other notification systems available.
- People have been dumping garbage on our land off Foster Rd. This problem has been growing for the past year. There will be more cameras going up in different places to hopefully catch people in the act.

Old Business:

- a. Board Duties & Responsibilities Policy – Jeff reviewed the draft policy and noted some items up for discussion. The policy will be redrafted for next month's meeting.
- b. SDAO Best Practices – Ricky and Jeff have completed the online training. Will follow up with the other members if it has been completed. Deadline is November 15, 2022 for insurance credit.
- c. Levi Tickner Agreement – Jeff made a motion to extend the contract with Levi Tickner for another year as Part-Time Supervisor, which will cover monthly reporting to DEQ as required. Ann seconded the motion, the motion carried unanimously.
- d. Letter from USDA – The two lenders have been contacted with the specific request from USDA. One said it was alright to share his contact information if necessary and his email was forwarded to the specialist. The other lender asked if it was alright to contact USDA directly for further discussion and permission was given. Nothing further at this time.
- e. OWW 2 POA Snow Plowing Damages – Jeff would like an invitation sent over to the POA board to attend the sanitary district's regular monthly meeting in October to discuss this topic.

New Business:

- a. Second Reading and Adoption of Ordinance No. 22-01 – Ann made a motion to read the title only of Ordinance No. 22-01 since everyone had a copy. Ricky seconded the motion, the motion carried unanimously. Ann made a motion to adopt Ordinance No. 22-01, an ordinance establishing fees and charges in means to clarify those practices and amending of Ordinance No. 02-01 for the Oregon Water Wonderland Unit II Sanitary District. Ricky seconded the motion, the motion carried unanimously.
- b. Resolution No. 22-05 – Ann made a motion to adopt Resolution No. 22-05, a resolution setting and adopting the amounts of the district charges and fees. Ricky seconded the motion, the motion carried unanimously.

Correspondence: None

Future Agenda Suggestions:

- Cost of Living Adjustment
- Board Duties & Responsibilities Policy
- Sewer System Policy
- SDAO Best Practices

Public Comments: None

Adjourn: President Ann Arritola adjourned the meeting at 11:47 a.m. The time and place of the next meeting is at 10:00 a.m. on Thursday September 15, 2022 at the District Office.

Jeff Okamoto
Secretary

September 15, 2022
Date