

OREGON WATER WONDERLAND UNIT II SANITARY DISTRICT

55841 SWAN RD, BEND OR 97707

www.oww2sd.com

Meeting Minutes Board of Directors – Regular Meeting October 21, 2021 - 10:00 a.m.

Call to Order: Jeff Okamoto called the meeting to order at 10:02 a.m. Members present; Ricky Keller and Jerry Preston. Members absent; Ann Arritola. **District Employee:** Reed Campbell and Ellie Davis.
Visitors: None.

Approval of Minutes:

- a. Regular Meeting Minutes of September 16, 2021 were approved.

Approval of Bills:

- a. Jeff made a motion to pay the bills for September 2021 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 ran into some problems at the Pump House at Section 25. The issue with the off gassing in the building over the years has worn on the electrical components in some of the cabinets, and the heaters have not faired. One of the two heaters have been replaced due to erosion. With the new chlorine injection system, we are hoping that it will curb this, and we can save our electrical systems in the future.
- We have been having an issue with more and more RV trailers showing up in the neighborhood. Mainly on the Pressure System. Recent callouts with homeowners disconnecting power to our pump or our control panel. Which was caused by them wiring in a RV power breaker. It is an issue I believe will only continue.
- A small cover was built over the backdoor to the office. When the snow sheds off the roof it builds up then freezes making it impossible to open the door during the winter months. We are considering extending the sidewalk there all the way to the pavement in the near future.
- A separate set of wheels was purchased for the 2018 Ford F-150 so winter tires will be on one set and summer tires will be on the other set. This way staff can just do the tire changeover.
- The chlorine injection system has been built and is ready to be delivered but is delayed as the delivery person has become ill. We are expecting a new lift station pump as well.
- With winter just around the corner, the staff is trying to get all the small thing's around the shop and plant wrapped up and ready for the season.
- The vacuum pits that were ordered have not arrived nor have been shipped. One mainly needs to go in for a lot that was combined but now separated. Right now, it is keeping the owner from starting construction. Both owners involved in this dilemma plan to make temporary adjustments so construction can begin. The pit will likely be installed until Spring of 2022.

Old Business:

- a. New Board Member - Tabled till next month's meeting. Ricky made a motion for Jeff to reach out to Mac about his interest in the open position. Jerry seconded the motion, the motion carried unanimously.

- b. COVID-19 Exposure/Quarantine – One employee has had potential exposure to COVID-19. Reed instructed employee to quarantine and be tested. The government covered time off with Federal Emergency Sick Pay called FFCRA that expires 9/30/21. The district has not made modifications to any policy but feel this needs to be looked into further as this could be ongoing for a while. SDAO and the District’s attorney will be consulted on future options and suggestions.
- c. Board Signing Authority – Tabled till next month’s meeting.
- d. Snipe Rd Annexed Property – Jeff expressed that the County has been looking into it, and it does not appear there is anything that can be done to make the property become part of the Property Owner’s Association. No further discussion.
- e. Employee Vacation Benefits – Tabled till next month’s meeting.

New Business:

- a. Fire Fuel Reduction – A brief discussion about tree removal around the perimeter of the spray irrigation site and if grant monies may or may not be available. Possible future conversation.

Correspondence: None

Future Agenda Suggestions:

- New Board Member, Board Signing Authority, Employee Vacation Benefits

Public Comments: None

Adjourn: The meeting was adjourned by Secretary Jeff Okamoto at 11:12 a.m. The time and place of the next meeting is at 10:00 a.m. on Thursday November 18, 2021 at the District Office.

Jeff Okamoto
Secretary

December 16, 2021
Date