

OREGON WATER WONDERLAND UNIT II SANITARY DISTRICT

55841 SWAN RD, BEND OR 97707

www.oww2sd.com

Meeting Minutes Board of Directors – Regular Meeting February 17, 2022 - 10:00 a.m.

Call to Order: Ann Arritola called the meeting to order at 10:00 a.m. Members present; Ricky Keller, Jeff Okamoto and Jerry Preston. Members absent; None. **District Employee:** Reed Campbell.
Visitors: Elreta Humeston.

Approval of Minutes:

- a. Regular Meeting Minutes of January 20, 2022 and the Joint Meeting Minutes of January 20, 2022 were approved.

Approval of Bills:

- a. Ann made a motion to pay the bills for January 2022 as presented. With one minor change in the description of an item listed was fill dirt and not gravel. Jerry seconded the motion, the motion carried unanimously.

Accounting Reports:

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

Operator Report:

- Reed was not at last month's meeting as there was a break on the pressure mainline and it was being repaired from damage caused by snow removal equipment. The HOA will be billed for expenses incurred for dirt and some outside assistance.
- This month we had one major issue. The battery backup for Scada computer quit working. In return it turned off Reed's computer at 2:00 a.m. and tripped the power for the vacuum pumps. We lost all vacuum in the system. With the system off it did not notify us of this problem until we showed up for work at 7:00 a.m. We spent most of the day chasing vacuum pits that were sticking open due to the vacuum pressure being so low in the system. At the end of the day, we finished with nine flooded pits, all caused by a battery backup not working. Will look into changing out the battery backup often or a more advanced style of a backup battery.
- Ethan Morton has a job opportunity elsewhere and put in his notice. Jerry and Reed conducted interviews and Reed will contact the hired person later today regarding an official start date.
- Another lot has been subdivided by Deschutes County at the corner of Marsh Hawk Rd/Merganser Dr., creating another change from original infrastructure of the sewer system. Accommodations will be made accordingly so that separated lot will be able to have a sewer connection this coming spring.

Old Business:

- a. Employee Vacation Benefits – Reed was not at last month's meeting. Reed suggested allowing employees who had been here longer be able to rollover more than just the same across the board. The Board would like to table till next month's meeting to revisit the topic.
- b. New Board Member – Jeff would like to made a motion to reconsider the swear in of Elreta Humeston back on the Board. Jerry seconded the motion, the motion carried with 3 votes in favor, and 1 abstention.

New Business:

- a. Utility Billing Software – Subject was not discussed.

Correspondence: None

Future Agenda Suggestions:

- Employee Vacation Benefit Draft
- Utility Billing Software

Public Comments: None

Adjourn: President Ann Arritola adjourned the meeting at 11:05 a.m. The time and place of the next meeting is at 10:00 a.m. on Thursday March 17, 2022 at the District Office.

Ann Arritola

President

March 17, 2022

Date