

OREGON WATER WONDERLAND UNIT II SANITARY DISTRICT

55841 SWAN RD, BEND OR 97707

www.oww2sd.com

Agenda

Board of Directors - Regular Meeting

December 20, 2018 – 10:00 a.m.

Call to Order

Approval of Minutes

- a. Regular Meeting of November 15, 2018

Approval of Bills

- a. November 2018

Accounting Reports

- a. Profit & Loss and Balance Sheet

Operator Report

Old Business

- a. Anderson Perry & Associates (OWW I Feasibility Study)

New Business

- a. Promissory Notes
- b. Employee Appreciation
- c. SDAO Conference

Correspondence

Future Agenda Suggestions

Public Comments

Adjourn

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Meeting Minutes Board of Directors – Regular Meeting December 20, 2018 - 10:00 a.m.

Call to Order: Robert Chase called the meeting to order at 10:00 a.m. Members present; Elreta Humeston, Robert Worthean, Michael Hanbey and Ann Arritola. Members absent; None. **District Employee:** Rick Durham and Ellie Davis. **Visitors:** Troy Baker and Dean Drabin.

Approval of Minutes:

- a. Regular Meeting Minutes of November 15, 2018 were approved.

Approval of Bills:

- a. Ann made a motion to pay the bills for November 2018 as presented. Elreta seconded the motion, the motion carried unanimously.

Accounting Reports:

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

Operator Report:

- Rick has been working on entering data into the GIS.

Old Business:

- a. Anderson Perry & Associates (OWW I Feasibility Study) – Troy was at the meeting to deliver the final study, it will also be posted on the website as well. The study has been approved by DEQ and we are ready to move forward with the One-Stop Meeting that will take place Thursday January 17, 2019 at 8:30 a.m. here at the District Office. At this meeting there will be officials from BIZ Oregon, USDA and DEQ to discuss what kind of funding sources are available such as grants and loans. For Troy to assist the District with regard to preliminary funding matters and future meetings he will bill out for time and materials. The Board requested that Troy propose an estimate of fees.

New Business:

- a. Promissory Notes – Two properties that have Promissory Notes are delinquent and have been for some time. Title reports have been obtained for both properties for the Board to review. Michael made a motion to obtain credit reports from these customers and also identify if they are still occupying the property. Ann seconded the motion, the motion carried unanimously.
- b. Employee Appreciation – Bob Worthean made a motion to give each of the employees a \$300 bonus in the form of a Visa gift card for Christmas this year. Ann seconded the motion, the motion carried unanimously.
- c. SDAO Conference - Special District's Association of Oregon (SDAO) is having their annual conference in Sunriver Oregon February 8th-10th, 2019. All Board Members will be attending the conference this year.

Correspondence: None

Future Agenda Suggestions:

- One-Stop Meeting

- Budget Committee

Public Comments: None

Adjourn: The meeting was adjourned by President Robert Chase at 11:35 a.m. The time and place of the next meeting is at 10:00 a.m. on Thursday January 17, 2019 at the District Office.

Elreta Humeston
Secretary

January 17, 2019
Date