

OREGON WATER WONDERLAND UNIT II SANITARY DISTRICT

55841 SWAN RD, BEND OR 97707

www.oww2sd.com

Meeting Minutes Board of Directors – Regular Meeting July 15, 2021 - 10:00 a.m.

Call to Order: Ann Arritola called the meeting to order at 10:18 a.m. Members present; Jeff Okamoto and Ricky Keller. Members absent; None. **District Employee:** Reed Campbell and Ellie Davis. **Visitors:** Jerry Preston and Elreta Humeston.

Approval of Minutes:

- a. Special Meeting Minutes of June 17, 2021 were approved.
- b. Regular Meeting Minutes of June 17, 2021 were approved.

Approval of Bills:

- a. Ann made a motion to pay the bills for June 2021 as presented. Ricky seconded the motion, the motion carried unanimously.

Accounting Reports:

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

Operator Report:

- It's that season again. With summer months comes with flooded vacuum pits caused by RV trailer getting dumped into clean-outs. We have had multiple pits so far this season flood which happens every year. We have also been having a difficult time with NEW to this area contractors installing the fiber lines. Our lines got hit three times last month. We have taken the time to make contact with each owner and explain that our system is not like any around, since then we have had no problems.
- Reed was looking to purchase a different locating tool. The cost was approximately between \$1,500 - \$2,000. He decided to go with something simple and basic that was a lot less.
- We are disputing an unauthorized charge on Reed's credit card for about \$1,800.00, his card has been turned off and a new card is being issued.
- The Irrigation Pump over at Section 25 kept alarming. Reed assessed the fault and discovered that switches inside the panel have been deteriorating over time from the off-gassing of chlorine in the building. Jeff will get with Reed to do an evaluation of the pump house for safety and improvements.

Old Business:

- a. Cost of Living Adjustment – The Board would like more time to review and prepare to discuss this topic at a later date. Tabled till further notice.

New Business:

- a. Election of Officers – Jeff Okamoto won position #1 and Ricky Keller won position #2 for elected seats. Write-ins were Jerry Preston for position #3 and Ann Arritola for Position #4. Ricky made a motion to nominate Jerry Preston for position #3. The motion carried unanimously. Position #5 is open as Phil Alves resigned. Elreta Humeston is interested in remaining on the Board and also MacBon (who was at last month's meeting), but he was unable to be here today. With two people interested in the open position, Jeff proposed both individuals submit an

application and resume for next month's meeting. Ricky made a motion to designate Ann Arritola to continue as Chair of the Board. Jeff seconded the motion. The motion carried unanimously. Ann made a motion to designate Jeff Okamoto as Secretary of the Board. Ricky seconded the motion. The motion carried unanimously.

- b. SDC Monies Collected – Ellie reported to the Board yearly accounting summary of SDC Monies that have been collected for the 2020-2021 year. Reimbursement Fees of \$109,714.21 and Improvement Fees of \$31,536.00. Of those funds \$110,000.00 was used for the annual loan payment and \$5,640.00 was used to complete unfinished infrastructure and extend laterals.
- c. Board Signing Authority – This topic will be tabled until next month's meeting.
- d. Resolution No. 21-03 – Bad Debt to County Assessor - Ann made a motion to approve Resolution No. 21-03. Ricky seconded the motion, the motion carried unanimously. Delinquent sewer charges in the amount totaling \$25,725.00 will be submitted by form LB-50 to the county assessor for collection.

Correspondence: None

Future Agenda Suggestions:

- Snipe Rd Annexed Property
- Levi Tickner Agreement
- Employee Vacation Benefits

Public Comments: None

Adjourn: The meeting was adjourned by President Ann Arritola at 11:25 a.m. The time and place of the next meeting is at 10:00 a.m. on Thursday August 19, 2021 at the District Office.

Ann Arritola
President

August 19, 2021
Date