

OREGON WATER WONDERLAND UNIT II SANITARY DISTRICT

55841 SWAN RD, BEND OR 97707

www.oww2sd.com

Meeting Minutes Board of Directors – Regular Meeting October 20, 2022 - 9:00 a.m.

Call to Order: Ann Arritola called the meeting to order at 9:02 a.m. Members present; Ricky Keller, Jeff Okamoto, Jerry Preston and Dan DeHaven. Members absent; None. **District Employee:** Reed Campbell & Ellie Davis. **Visitors:** James Teel.

Approval of Minutes:

- a. Regular Meeting Minutes of September 15, 2022 were approved.

Approval of Bills:

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

Accounting Reports:

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

Operator Report:

- This past month the cooling fan in the blower aeration shed was not working correctly. The electrical panel components would overheat and shut down. The fan was replaced, and it is back to normal operation. The irrigation season is coming to an end over at Section 25. This year we replanted the grass and fertilized. There is new growth of good healthy grass and the weeds have dissipated. The field will be cut, and the grass will be disposed of. Next year we anticipate a great and healthy crop.
- With hunting season in full swing, some individuals felt the need to trespass onto our property on Foster Rd. The weekend of the 8th ODFW game warden had contacted the District Manager. He proceeded to say that he received multiple calls regarding gun shots in the area and when he arrived, he found hunters on our property with a dead deer. The deer was confiscated along with the hunter's guns.
- Employee Kenneth was released from the district for ongoing unprofessionalism and creating a hostile work environment. Ethan who was previously employed experienced similar issues and has since returned as an employee again.
- Reed presented the Board with a bid for a snowplow for the 2020 Ford to increase snow removal capabilities. Different manufacturers, warranty options, and installation types were addressed. Ann made a motion for Reed to purchase a Boss plow and have it installed by Empire Truck Works in the amount of \$10,004.00. Jerry seconded the motion, the motion carried unanimously.

Old Business:

- a. Sewer Increase Letter – The revised draft was prepared and reviewed by the Board. Ann made a motion to approve the letter as presented. Ricky seconded the motion, the motion carried unanimously. This letter will be mailed to all customers the first part of November.
- b. Cost of Living Adjustment (COLA) – This topic was tabled last year and was not finalized. Jeff included some terminology to be part of the employee handbook that beginning January 1, 2023 employees shall receive an annual cost of living adjustment. With concerns about being over

budget, the Board can simply complete a supplemental budget to adjust appropriations in personnel services if needed. Ricky made a motion to give the employees a 5% COLA retroactive to January 2022 and approve a 5% COLA come January 2023. Jeff seconded the motion, the motion carried unanimously.

- c. Sewer System Policy – Jeff & Ellie revised the document with minor changes in wording and it was reviewed. Ann made a motion to adopt the Sewer System Policy as presented. Ricky seconded the motion, the motion carried unanimously.

New Business:

- a. Resolution No. 22-06 Increasing Monthly Sewer Service Charge – Ann made a motion to adopt Resolution No. 22-06, a resolution increasing the monthly sewer service charge from \$64.00 to \$74.00 effective January 1, 2023. Jerry seconded the motion, the motion carried unanimously.

Correspondence: None

Future Agenda Suggestions: None

Public Comments: None

Adjourn: President Ann Arritola adjourned the meeting at 9:47 a.m. The time and place of the next meeting is at 10:00 a.m. on Thursday November 17, 2022 at the District Office.

Jeff Okamoto
Secretary

November 17, 2022
Date