

OREGON WATER WONDERLAND UNIT II SANITARY DISTRICT

55841 SWAN RD, BEND OR 97707

www.oww2sd.com

Agenda

Board of Directors - Regular Meeting

October 27, 2016 – 10:00 a.m.

Call to Order - Roll Call

Approval of Minutes

- a. Regular Meeting of September 15, 2016

Approval of Bills

- a. September 2016

Accounting Reports

- a. Profit & Loss and Balance Sheet

Operator Report

Old Business

New Business

- a. Goal 11 Exception Update
- b. AED Training
- c. SDAO Risk Management Training
- d. AT&T Lease Amendment Proposal
- e. Draft Audit Ending June 30, 2016
- f. Executive Session – ORS 192.660 (2)(i) to review or evaluate employment related performance

Correspondence

Future Agenda Suggestions

Public Comments

Adjourn

OREGON WATER WONDERLAND UNIT II SANITARY DISTRICT

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Meeting Minutes Board of Directors – Regular Meeting October 27, 2016 - 10:00 a.m.

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

Approval of Minutes:

- a. Regular Meeting Minutes of September 15, 2016 were approved.

Approval of Bills:

- a. Ann made a motion to pay the bills for September 2016 as presented. Bob Worthean seconded the motion, the motion carried unanimously.

Accounting Reports:

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

Operator Report:

- 9/4/16 had a call out for vacuum pump #3 fail, reset motor starter and is working normal.
- 10/6/16 had a call out for low vacuum, it fixed itself before we arrived at the vacuum station.
- 10/7/16 had a call out for low vacuum, found it stuck open at 17252 Widgeon. Replaced vacuum components and it is working normal.
- 8 new homes have been connected since September and we will have at least 4 more before the end of the year. There are only 12 more vacuum pits to install to complete all lots serviced by vacuum and 8 more pressure pits.
- Tony DeBone was able to get a second cutting off the field at Section 25, but it was a small amount.

Old Business: None

New Business:

- a. Goal 11 Exception Update – There has been no update. The County Commissioners are to appear at a hearing in Salem, OR within the next couple of weeks.
- b. AED Training – Item is tabled for next month's meeting.
- c. SDAO Risk Management Training – Ann will attend the training and Michael and Bob Chase will let staff know if they can attend. Training covers topics including an aging workforce, worker's compensation, and defensive driving. It will be at the Eagle Crest Resort on Tuesday November 15, 2016.
- d. AT&T Lease Amendment Proposal – AT&T is analyzing cell site locations to determine a plan to improve operational flexibility and reduce expenses. They are asking to reduce their rent and want to offer a 5-15 year rent guarantee. Michael made a motion to deny the request to amend the AT&T lease agreement. Ann seconded the motion, the motion carried unanimously.
- e. Draft Audit Ending June 30, 2016 – John Barnett CPA's have prepared a draft copy of the District's finances ending June 30, 2016 for the Board to review.

- f. Executive Session ORS 192.660 (2)(i) – Michael made a motion to table this item till next month's meeting. Ann seconded the motion, the motion carried unanimously.

Correspondence: None

Future Agenda Suggestions:

- AED Training
- Audit Ending June 30, 2016
- Executive Session

Public Comments: None

Adjourn: The meeting was adjourned by President Robert Chase at 10:22 a.m. The time and place of the next meeting is at 10:00 a.m. on Thursday November 17, 2016 at the District Office.

Elreta Humeston
Secretary

November 17, 2016
Date