

OREGON WATER WONDERLAND UNIT II SANITARY DISTRICT

55841 SWAN RD, BEND OR 97707

www.oww2sd.com

Agenda Board of Directors - Regular Meeting January 16, 2014 – 10:00 a.m.

Call to Order - Roll Call

Public Comments on Agenda Items

Approval of Minutes

- a. Regular Meeting of December 19, 2013

Approval of Bills

- a. December 2013

Accounting Reports

- a. Profit & Loss and Balance Sheet

Operator Report

Old Business

- a. Letter from Customer Ronald Murray

New Business

- a. Appoint Budget Officer
- b. Letter from Auditor Richard Donaca
- c. SDC Monies Collected

Correspondence

Future Agenda Suggestions

Public Comments

Adjourn

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Meeting Minutes Board of Directors – Regular Meeting January 16, 2014 - 10:00 a.m.

Call to Order - Roll Call: President Bob Chase called the meeting to order at 10:00 a.m. Members present; Elreta Humeston, Bob Worthean, Phil Alves and Brian Goins.

District Employees: Rick Durham and Ellie Davis. **Visitors:** None

Public Comments on Agenda Items: None

Approval of Minutes:

- a. Regular Board Meeting Minutes of December 19, 2013 were approved. Elreta requested it be noted, for future minutes, referring to the Minutes of November 21, 2013 under Employee Appreciation that each employee received a total of \$100 for both of the holidays (\$50 for Thanksgiving and \$50 for Christmas). As it reads, it could be misrepresented.

Approval of Bills:

- a. Elreta made a motion to pay the bills for December 2013 as presented. Bob Worthean seconded the motion, the motion carried unanimous.

Accounting Reports:

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

Operator Report:

- On 12/23/13 there was a flooded put at 55948 Snow Goose Rd. When the pit was emptied a saw-hole cutout was found that had been left inside the pit from the original installation. The cutout got stuck on the bottom of the 3" suction pipe and caused the sewer to backup. All components were replaced and lime was spread to neutralize the sewage.
- On 12/30/13 the Merganser buffer tanks had a bad controller, causing extended vacuum pump run times. The controller was replaced and is working well.
- Total hook-ups for 2013 were 6 connections.
- On 1/10/14 there was a new sewer connection at 17277 Golden Eye Dr.
- Everything worked as usual during an extended power outage earlier this month, including the generator.

Old Business:

- a. Letter from Customer Ronald Murray – Since the District's attorney made her last response to the customer; Mr. Murray did submit a letter along with the SDC payment in full.

New Business:

- a. Appoint Budget Officer – Elreta made a motion to appoint Rick Durham and Ellie Davis as Budget Officers for the upcoming 2014-2015 budget year. Brian seconded the motion, the motion carried unanimously.
- b. Letter from Auditor Richard Donaca – Mr. Donaca mailed a letter to the District announcing that he is going to be retiring from public accounting. He has chosen Barnett and Company to acquire his accounting practice. John & Tracy Barnett are CPA's that have moved to the area

from Montana. Richard intends on being available to introduce Board Members and Staff to John & Tracy to ensure a smooth transition over the next year or two.

- c. SDC Monies Collected – Ellie reported to the Board yearly accounting summary of SDC Monies that have been collected for the 2013 year. Reimbursement Fees of \$32,910.00 and Improvement Fees of \$9,332.00.

Correspondence: None

Future Agenda Suggestions:

- Budget Committee
- Upgrading Computer System

Public Comments: None

Adjourn: The meeting was adjourned by President Robert Chase at 10:30 a.m. The time and place of the next meeting is at 10:00 a.m. on Thursday February 20, 2014 at the District Office.

Brian Goins
Secretary

February 20, 2014
Date