

# **OREGON WATER WONDERLAND UNIT II SANITARY DISTRICT**

55841 SWAN RD, BEND OR 97707

[www.oww2sd.com](http://www.oww2sd.com)

## **Agenda Board of Directors - Regular Meeting May 8, 2014 – 10:00 a.m.**

### **Call to Order - Roll Call**

### **Public Comments on Agenda Items**

### **Approval of Minutes**

- a. Budget Meeting of April 3, 2014
- b. Regular Meeting of April 17, 2014

### **Approval of Bills**

- a. April 2014

### **Accounting Reports**

- a. Profit & Loss and Balance Sheet

### **Operator Report**

### **Old Business**

- a. Ditch Drainage

### **New Business**

- a. Budget Hearing
- b. SDIS Trust Agreement
- c. First Aid/CPR Class

### **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 May 8, 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; Bob Worthean, Phil Alves, Ann Arritola. Members absent; Elreta Humeston.  
**District Employee:** Rick Durham and Ellie Davis. **Visitors:** None

**Public Comments on Agenda Items:** None

### Approval of Minutes:

- a. Budget Committee Meeting Minutes of April 3, 2014 were approved.
- b. Regular Meeting Minutes of April 17, 2014 were approved.

### Approval of Bills:

- a. Bob Worthean made a motion to pay the bills for April 2014 as presented. Ann seconded the motion, the motion carried unanimous.

### Accounting Reports:

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

### Operator Report:

- 5/5/14 received an emergency locate at 8:00 p.m., as Crestview Cable had a line break by the Swan Rd lift station.
- 5/7/14 a vacuum pit was stuck open at 17315 Merganser at 1:20 a.m. Pulled the lid, shut off and tested several times, is in good working condition.
- 5/7/14 was called out two times during the night for extended run times. Not sure if this was the beginning stages of the vacuum pump motor starter failing. But the motor starter had started to catch fire sometime early this morning. The electrician will be out as soon as possible to fix.
- DEQ is requiring that a registered hydrologist complete our annual groundwater monitoring report. The initial cost to prepare the report is \$1,900.00. Annual reports after that should be half the cost at around \$950.00 a year.
- Rick is also looking into a product called IP Sensing. Using wireless telemetry will enable the district to better monitor and manage the vacuum sewer pits. It can improve system capacity and reliability, lower normal operating and maintenance cost and reduce the likelihood of catastrophic events; such as flooded pits. Each pit would be monitored using a laptop; having the ability to receive data from the pit letting us know if the pit is stuck open, clogged with grease, etc. The cost per pit would be \$500.00. This area is still being researched and it might be possible to place some devices in operation each budget year, starting with the problem areas first

### Old Business:

- a. Ditch Drainage – Phil had prepared a draft letter to be reviewed. The topic was discussed further with the District Manager. Considering all factors that involved the issue the vacuum system had in February, it was decided to dismiss the letter.

**New Business:**

- a. Budget Hearing – Bob Worthean made a motion to approve the budget for the fiscal year 2014 – 2015 as presented by the Budget Committee. Phil seconded the motion, the motion carried unanimously. The Board will formally adopt the budget by resolution at their next regular monthly meeting on Thursday June 19, 2014.
- b. SDIS Trust Agreement – Over the past year, the Special District Insurance Service (SDIS) Board of Trustees has been working at creating a new Trust Agreement. Oregon law requires that self-insured public entity programs be formed through an intergovernmental agreement between the participating entities. Phil made a motion to adopt the Joinder in Trust Agreement. Ann Arritola seconded the motion, the motion carried unanimously.
- c. First Aid/CPR Class – District employees First Aid/CPR certifications are due up for renewal in June. Rick has been looking into private classes, as SDIS will no longer come out and teach the class. Phil made a motion to proceed with any upcoming First Aide/CPR training courses available. Bob Chase seconded the motion, the motion carried unanimously.

**Correspondence:** None

**Future Agenda Suggestions:**

- Resolution to Adopt Annual Budget
- CPR/First Aid Class

**Public Comments:** None

**Adjourn:** The meeting was adjourned by President Robert Chase at 11:15 a.m. The time and place of the next meeting is at 10:00 a.m. on Thursday June 19, 2014 at the District Office.

Elreta Humeston  
Secretary

June 19, 2014  
Date