

# **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 August 15, 2019 – 10:00 a.m.**

### **Call to Order**

### **Approval of Minutes**

- a. Special Meeting of July 10, 2019
- b. Regular Meeting of July 18, 2019

### **Approval of Bills**

- a. July 2019

### **Accounting Reports**

- a. Profit & Loss and Balance Sheet

### **Operator Report**

### **Old Business**

- a. OWW Unit I Project
- b. Additional Operational Staff (On-Call)
- c. Contracting

### **New Business**

### **Correspondence**

### **Future Agenda Suggestions**

### **Public Comments**

### **Adjourn**

# OREGON WATER WONDERLAND UNIT II SANITARY DISTRICT

55841 SWAN RD, BEND OR 97707

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

## Meeting Minutes Board of Directors – Regular Meeting August 15, 2019 - 10:00 a.m.

**Call to Order:** Michael Hanbey called the meeting to order at 10:00 a.m. Members present; Elreta Humeston and Jeff Okamoto. Members absent; Ann Arritola & Phil Alves. **District Employee:** Reed Campbell and Ellie Davis. **Visitors:** Dean Drabin & Al Zuppo.

### Approval of Minutes:

- a. Special Meeting Minutes of July 10, 2019 were approved.
- b. Regular Meeting Minutes of July 18, 2019 were approved.

### Approval of Bills:

- a. Elreta made a motion to pay the bills for July 2019 as presented. Jeff seconded the motion, the motion carried unanimously.

### Accounting Reports:

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

### Operator Report:

- Had five callouts; 4 of them were pressure pits due to grease buildup, 1 was a power fault.
- Replaced the soft start relay on Vacuum Pump#3, seems to have cured the issue.
- Replaced one of the pumps in the Swan Rd Lift Station. It has been shipped out for repair.
- We have started the much-needed maintenance due to the recent callouts. I have the guys working on the Pressure Pits and will start the Vacuum Pits at the end of the line working back towards the plant very soon.
- A flaw has been discovered in the design of the new aeration system. Staff have made some modifications to correct this.
- Reed will be purchasing new equipment for soil sampling/collection.

### Old Business:

- a. OWW Unit I Project – So far Dean has received a positive response to the survey sent out. Anticipates the remainder of the survey by the end of September.
- b. Additional Operations Staff (On-Call) – Reed has hired a third person (Ethan Morton) to assist with maintenance and he will be included in the on-call rotation.
- c. Contracting – Michael has sold his home and will no longer be able to serve on the District Board. He is offering to be a consultant for the District for a fee in the amount of \$10.00. A contract will be prepared along with other information viable to the Board. The Board reviewed a separate contract (with no objections) for an individual who is willing to sign the monthly reports for DEQ in the amount of \$500 per month for a period of approximately 6 months.

**New Business:** None

**Correspondence:** None

**Future Agenda Suggestions:** None

**Public Comments:** None

**Adjourn:** The meeting was adjourned by President Michael Hanbey at 10:45 a.m. The time and place of the next meeting is at 10:00 a.m. on Thursday September 19, 2019 at the District Office.

Elreta Humeston  
Secretary

September 19, 2019  
Date