

# **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 July 18, 2019 – 10:00 a.m.**

### **Call to Order**

### **Approval of Minutes**

- a. Budget Meeting of May 16, 2019
- b. Special Meeting of June 5, 2019
- c. Special Meeting of June 20, 2019
- d. Regular Meeting of June 20, 2019

### **Approval of Bills**

- a. June 2019

### **Accounting Reports**

- a. Profit & Loss and Balance Sheet

### **Operator Report**

### **Old Business**

- a. Rekeying Locks
- b. OWW Unit I Project

### **New Business**

- a. New Employee Introduction
- b. Additional Operational Staff
- c. New Aeration System
- d. Interim for Execution of DEQ Report Forms
- e. Election of Officers
- f. SDC Monies Collected
- g. Board Signing Authority

### **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 July 18, 2019 - 10:00 a.m.

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

### Approval of Minutes:

- a. Budget Meeting Minutes of May 16, 2019 were approved
- b. Special Meeting Minutes of June 5, 2019 were approved.
- c. Special Meeting Minutes of June 20, 2019 were approved.
- d. Regular Meeting Minutes of June 20, 2019 were approved.

### Approval of Bills:

- a. Ann made a motion to pay the bills for June 2019 as presented. Phil seconded the motion, the motion carried unanimously.

### Accounting Reports:

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

**Operator Report:** No report for June.

### Old Business:

- a. Rekeying Locks – Phil made a motion to have all locks changed. Ann seconded the motion, the motion carried unanimously. The locksmith will be here today or tomorrow.
- b. OWW Unit I Project – Invoices for dues and the survey have been mailed to 100 of the 143 owners of vacant properties in OWW Unit I. Results will likely be available at the annual meeting taking place on Saturday August 10, 2019. Michael plans to attend the meeting.

### New Business:

- a. New Employee Introduction – Johnny Bales started with the District on Monday and previously worked for the City of La Pine for the last 11 years. His brother Matt was available to help with the install of the new aeration system.
- b. Additional Operational Staff – The maintenance of the system has not been started and are currently behind for this point of the year. We will need to hire a temporary employee for the summer to get caught up. Considering another position but as a part-time basis.
- c. New Aeration System – The aeration project is now complete. The shed that houses the blower that operates the system will need to be insulated and additional venting to installed.
- d. Interim for Execution of DEQ Report Forms – Michael wrote a letter to DEQ requesting a 120-day extension to allow Reed to obtain certification that our permit requires. The City of La Pine and Sunriver have reached out to help as we will need assistance on required reporting forms.
- e. Election of Officers – Shawn Bird had won position #3 and has declined the seat leaving it vacant. Michael made a motion to nominate Ann Arritola for position #3 and Jeff Okamoto for position #1 that was previously filled by Robert Chase. The motion carried unanimously.

- f. SDC Monies Collected – Ellie reported to the Board yearly accounting summary of SDC Monies that have been collected for the 2018-2019 year. Reimbursement Fees of \$63,744.43 and Improvement Fees of \$19,477.00. Of those funds \$80,000.00 was used for the annual loan payment and \$2,700.00 was used to install a new pressure pit for new home construction.
- g. Board Signing Authority – Phil made a motion for signing authority to be updated for all Board Members on all bank accounts at First Interstate Bank. Board Members will be Jeff Okamoto, Ann Arritola, Phil Alves, Michael Hanbey and Elreta Humeston. Ann seconded the motion, the motion carried unanimously.

**Correspondence:** None

**Future Agenda Suggestions:** None

**Public Comments:** None

**Adjourn:** The meeting was adjourned by President Michael Hanbey at 10:50 a.m. The time and place of the next meeting is at 10:00 a.m. on Thursday August 15, 2019 at the District Office.

\_\_\_\_\_  
Elreta Humeston  
Secretary

\_\_\_\_\_  
August 15, 2019  
Date