

# 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 December 21, 2023 - 10:00 a.m.

**Call to Order:** Chairman Jerry Preston called the meeting to order at 9:58 a.m. Members present; Jeff Okamoto, Ricky Keller, Dan DeHaven and Michael Roberts. Members absent: None. **District Employees:** Ellie Davis, Ethan Morton and Zach Imel. **Visitors:** Bob Scott (OWW2 POA)

### Approval of Minutes:

- a. Approval of Regular Meeting of 11/16/2023 motioned by Michael, seconded by Jeff, all in favor.

### Approval of Bills:

- a. Approval to pay the bills for November 2023 motioned by Jeff, seconded by Ricky, all in favor.

### Accounting Reports:

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

### Operator Report:

- The system is running a lot better with fewer callouts. A brief power outage tripped section 25 and was checked.
- Mike's Fence Center was scheduled to be here yesterday to repair the fence at the District office that the elk had damaged.
- The missing bolts for the pontoon boat arrived from Silver Lake Fabrication.
- We received the results from the soil sampling pallet, and it looks good. We will get in touch with OSU to see how we can yield a better crop next season. Jeff added it would be a good idea to send the results over to Carl with DEQ and see if he has anything he'd like to add.
- Ellie contacted Tom with Triplepoint Environmental about the proposal for the second blower for the aeration system. The original quote didn't include pipe, fittings, and travel for assistance in installation and startup, so the price has increased from the original amount. Motion made by Jeff to approve the new proposal in the amount of \$42,000.00 with shipping to be determined, seconded by Ricky, all in favor.
- Jeff has a list of items that are either a reminder of things that had been discussed or need caught up on. The Board and staff went over items on the list of when things are being done, scheduled regularly and being prioritized.
- Ethan mentioned having the electrician take a look at pivot and see if he can build a replacement for missing components.
- Ellie will move from Acting Manager to Manager of the Sanitary District motioned by Michael, seconded by Ricky, all in favor.

### Old Business:

- a. RV Dumping into Cleanouts – The letter is still in draft form. A general discussion of other items and concerns took place. Jeff added that formaldehyde chemicals sold for RV use are not good for the sewer system.

**New Business:**

- a. Employee Appreciation – Jeff made a motion for all employees to receive a holiday bonus of a \$350.00 gift card. Ricky seconded the motion, the motion carried unanimously.
- b. Public Contracting Rules Update – The district’s attorney sent a letter for their annual public contracting rules update packet. They provide a amendments and incorporated needed modifications to public contracting rules. These rules were updated January 20, 2022. Minimal changes have been made and the board sees no need to adopt new rules at this time.

**Correspondence:** None

**Future Agenda Suggestions:** None

**Public Comments:** None

**Adjourn:** Chairman Jerry Preston adjourned the meeting at 10:58 a.m. The time and place of the next meeting is at 10:00 a.m. on Thursday January 18, 2024, at the District Office.

Jeff Okamoto  
Secretary

January 18, 2024  
Date