

# **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 February 20, 2020 – 10:00 a.m.**

### **Call to Order**

### **Approval of Minutes**

- a. Regular Meeting of January 21, 2020

### **Approval of Bills**

- a. January 2020

### **Accounting Reports**

- a. Profit & Loss and Balance Sheet

### **Operator Report**

### **Old Business**

- a. AT&T Lease
- b. OWW Unit I Project

### **New Business**

- a. Letter from Auditor
- b. SDAO Conference

### **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 February 20, 2020 - 10:00 a.m.

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

### Approval of Minutes:

- a. Regular Meeting Minutes of January 21, 2020 were approved.

### Approval of Bills:

- a. Ann made a motion to pay the bills for January 2020 as presented. Elreta seconded the motion, the motion carried unanimously.

### Accounting Reports:

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

### Operator Report:

- Had two callouts; both were flooded vacuum pits.
- On Tuesday February 11<sup>th</sup>, we started installing the new Lift Station floats and completed Thursday February 13<sup>th</sup>. It went smooth with no major issues. They seem to be making the Lift Stations run correctly now. Calling out both pumps and equal run times in return that will have the same wear and tear evenly on each pump.
- The Board requested that Reed get a quote on an automated gate to the property at the District Office, in the meantime would like the current gate closed and locked every day.
- Reed had gravel brought in to fill in voids in the parking lot. He also plans to have the Meeting Building repainted this coming Spring.
- Staff has been working on installing the sheetrock up in the blower shed.

### Old Business:

- a. AT&T Lease – Ellie contacted the gentleman from Black Dot Wireless who handles the lease changes for AT&T. He responded that AT&T said they will be handling the renew internally and we should be hearing from the directly in the near future.
- b. OWW Unit I Project – Dean expressed Bart Gernhardt (also from OWW I) would be interested in meeting with Jeff to discuss possible remedies for funding options for the project.

### New Business:

- a. Letter from Auditor – Price Fronk & Co. conducted the District's Audit Ending June 30, 2019. Upon completion, they noted deficiencies in internal controls, as usual auditing practice. The municipality then must adopt a plan of action to address those deficiencies and a copy must be filed with the Secretary of State. The Board has tabled this topic until next meeting.
- b. SDAO Conference – Ann & Jeff attended the SDAO Conference in Seaside Oregon the first week of the month. Both briefly shared their experience's and seminars they attended with everyone.

**Correspondence:** None

**Future Agenda Suggestions:**

- Letter from Auditor

**Public Comments:** None

**Adjourn:** The meeting was adjourned by President Ann Arritola at 11:10 a.m. The time and place of the next meeting is at 10:00 a.m. on Thursday March 19, 2020 at the District Office.

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

\_\_\_\_\_  
May 21, 2020  
Date