

OREGON WATER WONDERLAND UNIT II SANITARY DISTRICT

55841 SWAN RD, BEND OR 97707

www.oww2sd.com

Agenda

Board of Directors - Regular Meeting

May 21, 2015 – 10:00 a.m.

Call to Order - Roll Call

Approval of Minutes

- a. Budget Committee Minutes of April 7, 2015
- b. Regular Meeting of April 16, 2015

Approval of Bills

- a. April 2015

Accounting Reports

- a. Profit & Loss and Balance Sheet

Operator Report

Old Business

- a. Increase of Sewer Service Fees
- b. Employee Payscale
- c. Personnel Policies & Procedures Updates

New Business

- a. Budget Hearing

Correspondence

Future Agenda Suggestions

Public Comments

Adjourn

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Meeting Minutes Board of Directors – Regular Meeting May 21, 2015 - 10:00 a.m.

Call to Order - Roll Call: President Bob Chase called the meeting to order at 10:00 a.m. Members present; Elreta Humeston and Ann Arritola. Members absent; Bob Worthean and Phil Alves. **District Employee:** Rick Durham and Ellie Davis. **Visitors:** Kathy Phillips.

Approval of Minutes:

- a. Budget Committee Meeting Minutes of April 7, 2015 were approved.
- b. Regular Meeting Minutes of April 16, 2015 were approved.

Approval of Bills:

- a. Elreta made a motion to pay the bills for April 2015 as presented. Ann seconded the motion, the motion carried unanimous.

Accounting Reports:

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

Operator Report:

- 5/20/15 at 4:06 p.m., received a low sewage alarm call. Arrived at the vacuum station and everything was working fine. Could be an issue with a float.
- Kyle Williams turned in his letter of resignation and last day of work was on 4/30/15. On 5/4/15 Kyle Shepard was hired to fill the position.
- The universal controllers from AirVac have arrived and will be placed in a few pits and see how they work.
- AirVac has free training at their facility in Indiana several times a year that is a week-long. Ann made a motion to approve for Rick to attend the 2015 AirVac Inc. Operator Training Course from August 24th – 28th, 2015. Elreta seconded the motion, the motion carried unanimously.

Old Business:

- a. Increase of Sewer Service Fees – The Board has agreed to move forward with the sewer service fee rate increase from \$62.00 to \$64.00. A draft Ordinance has been prepared and a first reading will take place at a Special Meeting that will be held on Thursday June 11th, 2015 at 10:00 a.m.
- b. Employee Payscale – The paycales were reviewed briefly and the Board will discuss it further at next month's regular meeting.
- c. Personnel Policies & Procedures Updates – Tabled till next month's meeting.

New Business:

- a. Budget Hearing – Ann made a motion to increase the line item for Employee's Benefits by \$4,000.00 to allow room for changes in Health Insurance. Elreta seconded the motion, the motion carried unanimously. Ann made a motion to approve the budget as presented by the Budget Committee, with the minor change in Health Insurance. Elreta seconded the motion, the motion carried unanimously.

Correspondence: None

Future Agenda Suggestions:

- Employee Payscale
- Personnel Policies & Procedures Updates

Public Comments:

Kathy Phillips – Kathy is an absentee owner in DRRH and she expressed interest in expanding the sewer system across the river. Rick explained that the District wouldn't be able to take in anymore properties other than OWW Unit I as we don't have the capacity. There is also the exception to Goal 11 that is in the process of changing allowing sewers in unincorporated portions of southern Deschutes County. At this time we are unable to annex anyone else into the District.

Adjourn: The meeting was adjourned by President Robert Chase at 11:30 a.m. A Special Meeting will take place on Thursday June 11, 2015 at 10:00 a.m. The time and place of the next regular meeting is at 10:00 a.m. on Thursday June 18, 2015 at the District Office.

Robert Chase
President

June 18, 2015
Date