

OREGON WATER WONDERLAND UNIT II SANITARY DISTRICT

55841 SWAN RD, BEND OR 97707

www.oww2sd.com

Meeting Minutes Board of Directors – Regular Meeting August 17, 2023 - 10:00 a.m.

Call to Order: Chairman Jerry Preston called the meeting to order at 10:00 a.m. Members present; Ricky Keller, Dan DeHaven Michael Roberts and Jeff Okamoto. Members absent; None. **District Employees:** Ellie Davis, Zach Imel, Ethan Morton. **Visitors:** None.

Approval of Minutes:

- a. Approval of July 13, 2023, Special Meeting motioned by Michael, seconded by Jerry, all in favor.
- b. Approval of July 20, 2023, Regular Meeting motioned by Jerry, seconded by Ricky, all in favor.

Approval of Bills:

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

Accounting Reports:

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

Operator Report:

- Alionso has been taken on as a full-time employee and he has begun to take on-call rotation.
- The plant has been running as normal with a few vacuum pit callouts. The Merganser and Eider buffering pits went down on 8/5. It was Alionso's first call-out, so Zach assisted in finding and building to educate him of the proper procedure. The next day, 8/6 the Blue Heron Lift Station called out with a high level. Upon investigation it was found the actuation float was greased causing it not to activate the pump. We removed the grease and manually pumped it down, since then the flows have been normal. On 8/10 the Irrigation Pump and two Aerators that were running at Section 25 received inadequate power causing the starter relays in the panel to fail. TAG and Mark Reynolds were called, and Mark showed up on 8/11 to assess and set up a plan to fix the issue on Tuesday 8/15. On 8/14 it was observed that there was power and flow within the blower house, but no air flow to the lagoon. The fix on the plastic piping that was professionally repaired last summer had melted. High pressure hose was purchased and fixed the same day. Reaching out to Tom from Triple Point to see if he has a different or more permanent solution.
- Zach has calls into Pape and Bobcat on hydraulic hoses that need replaced on the backhoe.
- Jerry suggested a daily, weekly, and monthly list of tasks for each person of items that need to be taken care of. Ethan added that there was a list for vehicle maintenance and will be conducting a transmission service on the Chevy. Michael would like to see a rough draft by next month's meeting.
- Electrical panel at Section 25 needs to be addressed, Ethan will contact TAG about a quote.

Old Business:

- a. Vehicle PPE – Jeff researched some drawers that would fit in the backseat of the pickup. Zach will order one set for now for the white Ford pickup.

New Business:

- a. Resolution No. 23-05 Authorizing the Refunding of Sewer Revenue – To move forward with our graduation from USDA the district needs to authorize the sale and refunding of sewer revenue bonds. Motion made by Ricky, seconded by Dan to adopt Resolution No. 23-05, all in favor.
- b. Pontoon Boat – Jeff obtained a quote on a custom pontoon boat that would be built, shipped in sections and would need to be assembled.

Correspondence: None

Future Agenda Suggestions: None

Public Comments: None

Adjourn: Chairman Jerry Preston adjourned the meeting at 11:18 a.m. The time and place of the next meeting is at 10:00 a.m. on Thursday September 21, 2023, at the District Office.

Jeff Okamoto
Secretary

9/21/2023
Date