

# 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 May 16, 2024 - 10:00 a.m.

**Call to Order:** Chairman Jerry Preston called the meeting to order at 9:56 a.m. Members present; Ricky Keller, Dan DeHaven and Michael Roberts. Members absent: None. **District Employees:** Ellie Davis, Ethan Morton and Alionso Donan. **Visitors:** Nancy Noble.

Dan started off by addressing the Board and Staff, he has some health reasons that will need attention over the next 4-5 months, maybe longer. His participation may be limited and wanted everyone to be aware of that. Jerry also has some health reasons as well and he will be able to attend via zoom if he is away.

### Approval of Minutes:

- a. Approval of Regular Meeting of 3/21/2024 motioned by Michael, seconded by Ricky, all in favor.

### Approval of Bills:

- a. Approval to pay the bills for March 2024 motioned by Michael, seconded by Ricky, all in favor.
- b. Approval to pay the bills for April 2024 motioned by Jerry, seconded by Michael, all in favor.

### Accounting Reports:

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

### Operator Report:

- The new sprinkler heads and drop-down hoses have been installed on the West irrigation pivot. We plan to purchase the same sprinkler heads for the East pivot and get it running. The sewage pump was ordered from Owens Pump and has arrived. Even though it was not approved during the March meeting, and the April meeting was cancelled. Ellie felt this was of urgency and went ahead and ordered the new pump without Board approval.
- Staff intend to begin maintenance on the pressure pits and then move onto vacuum pits.
- The seed has been purchased and should be planted by the end of the week.
- On May 11<sup>th</sup>, we lost power at the Swan Lift Station for most of the day. Ethan & Alionso spent most of the day using the pumper truck to pump the station down until Midstate could make the repair and restore power.
- Scott Miller from Byo Gon was at the plant yesterday conducting a sludge profile of the main lagoon. At this time there is very little sludge build up. It was decided to move forward with their organic plant extracts and apply it to the lagoon. Scott also assisted in the setup of the drip system for the application. This product will increase the performance and efficiency of the plant. It has been proven to stabilize plant operations, reduce sludge volume and control odors.
- The pontoon boat still needs some work done before moving forward. We may have to look into a mobile fabricator for some assistance.

### Old Business:

- a. Satterlee Way – Ellie has reached out to legal counsel on what is needed to move forward.
- b. On-Call Time – It was agreed there is no need to change the on-call amount at this time.

- c. RV Dumping into Cleanouts – Ellie briefed everyone that she and Ethan attended the county’s meeting on May 8<sup>th</sup> concerning SB1013 and RV’s dumping into the sewer system. Some updates include lot size being of at least 1 acre, water connection approval if using community water, and numerous concerns regarding how the county would handle any kind of code enforcement. The county will be taking comments until May 29<sup>th</sup>. The district will draft a letter and submit it to the county with our concerns.

**New Business:**

- a. Board Member Resignation – Ellie received letter from Jeff Okamoto on March 27, 2024 informing that he was resigning his position on the board effective immediately. He has other community interests that will be consuming his time. The open position will be placed on the website. Jerry made a motion to give Jeff a \$250 gift card for appreciation of his service and hours of volunteering time. Ricky seconded the motion, the motion carried unanimously. Jerry added that some people in the community may be of interest in filling the open position. Upon notification of his resignation, Michael would step into the Secretary position. Jerry nominated Michael for Secretary of the Board. Ricky seconded the motion, the motion carried unanimously.
- b. System Development Charge Increase (SDC) - SDC’s are increased in April each calendar year according to the ENR Index (Engineering News Record). Fees will be increasing \$271.00 from \$11,839.00 to \$12,110.00. Reimbursement Fee’s will be \$9,435.00 and Improvement Fees will be \$2,675.00.
- c. Resolution No. 24-01 Setting a Connection Charge - This resolution repeals Resolution 23-01 and will allow the district to increase the Connection Charge from \$450.00 to \$460.00. Ricky made a motion to adopt Resolution No. 24-01. Dan seconded the motion, the motion carried unanimously.
- d. General Discussion of OWW2 POA and WWID – Since there was no meeting last month the POA and the Water District would still like to have a meeting, even if it is only a couple members from each board who can attend. Ricky and Mike said they be available for the meeting. Ellie will reach out to Gary from the POA Board and Kent from the Water Board on a tentative date.

**Executive Session:** None

**Correspondence:** None

**Future Agenda Suggestions:**

- a. Employee Evaluations

**Public Comments:** None

**Adjourn:** Chairman Jerry Preston adjourned the meeting at 10:35 a.m. The time and place of the next meeting is at 10:00 a.m. on Thursday June 20, 2024, at the District Office.

Mike Roberts  
Secretary

6/20/2024  
Date