

OREGON WATER WONDERLAND UNIT II SANITARY DISTRICT

55841 SWAN RD, BEND OR 97707

www.oww2sd.com

Meeting Minutes Board of Directors – Regular Meeting March 17, 2022 - 10:00 a.m.

Call to Order: Ann Arritola called the meeting to order at 10:04 a.m. Members present; Ricky Keller and Jerry Preston. Members absent; Jeff Okamoto. **District Employee:** Reed Campbell and Ellie Davis. **Visitors:** Daniel DeHaven.

Approval of Minutes:

- a. Regular Meeting Minutes of February 17, 2022 were approved.

Approval of Bills:

- a. Ann made a motion to pay the bills for February 2022 as presented. Ricky seconded the motion, the motion carried unanimously.

Accounting Reports:

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

Operator Report:

- The conditions have actually been pretty good, so we are able to start our summer projects early this year. With the warmer weather the main lagoon is starting to turn. When this happens the solids in the lagoon start to float to the top. This happens yearly and in return the transfer pump filter needs cleaned more often.
- With spring weather upon us, we will soon start the long task of summer vacuum pit cleaning. On top of summer maintenance, we will start the fire fuel reduction on our property on Section 25. We will be clearing and thinning trees down the fence lines and along South Century Drive.
- Last summer, upon the install of the new fiber optic lines in the subdivision, a contractor had nicked the power wire to the Swan Lift Station. It was not a problem until ground water surfaced and began to erode the wire. Since last year, a couple of pumps had to be replaced. It was lacking power to operate the pump correctly. All electrical repairs have been made.
- Reed purchased a 92-gallon diesel slip tank to purchase fuel through our cardlock account without having to have someone deliver to the plant. He can fuel the generator, backhoe and fuel tank in the shop.
- Pump vendors has changed from Pump Tech to Integrity Pumps.

Old Business:

- a. New Board Member – Daniel DeHaven submitted a board member application with interest in the open position. Ann made a motion to swear in Daniel DeHaven for the vacant position #5. Ricky seconded the motion, the motion passed unanimously. Dan read the oath of office. Ann made a motion to send Elreta Humeston a thank you letter for all her years of service on the board and include a \$100 gift card for a local restaurant.
- b. Utility Billing Software – The Sanitary and Water districts use the same utility billing software and have for quite a few years. Upon comparing features that are not available, both offices feel it is time to upgrade this outdated software. A couple of different software companies were contacted for demos and both offices feel the platform of choice was CUSI, Inc. The water

board has approved their purchase. Ann made a motion to approve the CUSI software upon the sales agreement as presented. Ricky seconded the motion, the motion carried unanimously.

New Business: None

Correspondence:

- a. Letter from USDA – The letter states that the district has made sufficient financial progress since loan closing in 2007. In accordance with the terms of the loans, the district is required to refinance the unpaid balance when credit is available from cooperative or private lenders at reasonable rates and terms. Two lenders have been contacted and one advised that their rates are currently in the same range we have; potential savings would be minimal. The other bank had requested some documents and was provided those last week but have not heard back. Per federal regulations, this review process will continue every two years for the remaining life of the loan.

Future Agenda Suggestions:

- Budget Committee
- SDC Increase
- Connection Charge Increase
- Board Signing Authority

Public Comments: None

Adjourn: President Ann Arritola adjourned the meeting at 10:49 a.m. The time and place of the next meeting is at 10:00 a.m. on Thursday April 21, 2022 at the District Office.

Ann Arritola
President

April 21, 2022
Date