



Twin Rocks Sanitary District
PO BOX 69
Rockaway, OR 97136

Agenda

Board Meeting April 14, 2022

Board Members

- | | |
|-------------------|-------------------------|
| 1) Richard Seward | V/C |
| 2) Joann Baker | Secretary |
| 3) Jerry Berndt | Treasurer |
| 4) Ron Hemberry | Budget Officer/Chairman |
| 5) Jerry Stanfill | Board Member |

Staff

Joe Nemeyer, Plant Mgr.
Cory Perkins, Plant Operator
Jennifer McHugh, Office Manager

MEETING CALLED TO ORDER _____ – Roll Call

MINUTES: Read Minutes for **March 10th** – Approve Minutes?

Motion to approve - _____ 2nd _____

FINANCIAL REPORT & AUTHORIZATION OF BILLS:

Approval of Bills and Financial Report – Checks # **4846 - 4858**

Motion to approve _____ 2nd _____

Committee Reports:

Safety Comm. (Richard)--

Old Business:

- **Electronic Billing – April Quarter** – How did the quarter go? – Jennifer has report
- **SDIS Best Practices Program & Duties of Board Members** – Policies are in the process of updating
- **House with Easement Issue** – Letter – working on it

New Business:

- **Budget Report** – Budget meeting with committee before regular board meeting
- **SDC** – Sewer Confirmation Letters and Fees paid update for this FY
- **Insurance Renewals** – increases and decreases

Correspondence:

- **USDA** – Submitted all the annual servicing reporting requirement

Budget Calendar Dates for 2022:

Budget Committee: Richard Seward, Joann Baker, Jerry Berndt, Ron Hemberry, Jerry Stanfill

Budget Officer: Voted 2/9/2022 – **Ron Hemberry is the Budget Officer**

Budget Developers: Jennifer McHugh, Dena Singer (our cpa)

Appointees: Carla Albright, Troy Taylor, George Baker, Amy Aguinaga, and Mike Kingsbury

Budget Prep by Staff- January 25th and January 28th- Question: a 2% increase in rates from **Resolution 21/22-8** needs to be addressed for inclusion into Budget or not.

Board voted not to increase the rates on 1/13/2022 [appropriate Resolution to be filed] -- **Done on 2/09/22 ****signed in resolution book 6**

Budget Proposal for Budget ready for *March 10th* Board meeting

Appoint Budget Officer & Committee on March 10th

Publish 1st meeting Notice- 2 weeks before Budget Meeting in Headlight Herald – 3/29/22 & 4/5/22

April 1st Meeting Notice- 1 week before Budget meeting in Headlight Herald – 4/26/22 & 5/3/22

Budget Committee Meeting on April 14th at 9:00 am, followed by Board Meeting where Board approves proposed Budget given by the Budget Committee

May 12th - Publish Notice and Summary of Budget hearing at 9:00 am

May 12th—Adopt Budget and make appropriations, Resolution adopting the Budget, making appropriations and levying taxes. Prepared LB-50, Certification Forms, etc.

June 30th—Submit Documents to County Clerk

STAFF REPORT

Plant Manager --

Office Manager—

Board Concerns--

Next meeting: May 12, 2022