



Twin Rocks Sanitary District
PO BOX 69
Rockaway, OR 97136

MINUTES

Board Meeting May 12, 2022

Board Members

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

Staff

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

MEETING CALLED TO ORDER 9:00 A.M

Roll Call by - Ron Hemberry – All present

MINUTES: Members read Minutes for **April 14th** meeting – Approve Minutes

Motion to approve Jerry B 2nd Joann B, motion carried

FINANCIAL REPORT & AUTHORIZATION OF BILLS:

Approval of Bills and Financial Report – Checks # **4858-4877**

Motion to approve Richard 2nd Jerry S, motion carried

Committee Reports:

Safety Comm. (Richard)-- *all is good* –

Old Business:

- **Budget Hearing - LB-1** has been published in the Herald 5/10/22– we have no guests at this meeting. There were no changes to the draft at the committee meeting last month, the board went through line by line at the March board meeting. There were no more further questions on the New Budget.

Richard motioned to approve the final budget for FY 22-23, Jerry S seconded
Voting unanimous to approve and adopt the Budget as it stands

Ron and Joann signed the Resolution 21/22-9 to adopt the new budget

At the committee meeting it was asked to add to the invoices that there was no increase to the next FY 2022-2023. Jennifer presented a copy of what our invoices look like with this added “Sewer Service Fees – Resolution #21/22-8 There will be NO increase for Sewer Rates for the Fiscal Year 2022-2023”. **All agreed this was good.**

There was discussion of the difference between statements and invoices.

- **LB-50** - At the last meeting Joann asked about customers **we will lien this year.**

I sent out lien letters to customer this year on 4/20/2022. I didn't last year and not sure if they were the year before. I have sent out letters to 20 customers. I have gotten a response from 2 so far.

On the 18 customers - right now, today, total to Lien is \$10,259 – out of these customers 6 were liened the last 2 years. But this amount should be less by the end of June as I keep calling and sending letters out.

Last year 2021 we liened – 21 customers at \$13,028; 2020 – 8 customers at \$5,430; 2019 – 10 customers at \$11,800

- **Electronic Billing** – April Quarter - For May there were 4 more invoices added to the 524 April Quarter invoices sent out. May we have collected 40 – credit card/online payments for \$8,413.00 and 188 checks for \$39,375.57 for a total collected since the last board meeting of \$39,375.57. For a FY total invoice amount of \$574,667.43 – collected a total of \$549,686.66 of that. Which gives up 96% collected to year to date.

Last Quarter January a month into the quarter by February we were at 94%

- **SDIS Best Practices Program** – The discount for the Best Practices Survey applies to the general liability insurance and Property and Auto Lines. This is a bill that is \$22K each year. If we do not need to go anywhere to take the classes that is a real benefit and a total saving of 10% with the survey – of about \$2,200 at the total 10% without the cost of traveling and fees associated with taking classes now with the videos offered. Right now, we are up to a 6% saving.

And the other question that was asked last month on how often do you need to take the classes for the Survey discounts – within every policy year; January – December. The Survey needs to be completed by December.

SDIS has done something great to Enroll in the **Board Leadership Academy**. (This is #35 from the handout last month) All you have to do is Enroll, there is no requirement to finish it. At least 2 board members need to sign up for me to check it off the list. Joann and Jerry S filled out the registrations to send in.

The virtual videos on sections 6 from the survey that are on the SDIS website are –

On the last section – where it had for ALL Board members need to attend at least 1 of the five classes. There are 2 classes that have videos online at SDIS – Boardmanship, this has 6 YouTube videos that are 15 minutes each; and Boardroom Dancing, this video is 1 hour 17 mins

So, if everyone decides which one the board should watch and set up when you want to do it – we can then sign off on it. And we do have until December to complete this. We will add this to the next agenda until we get this accomplished.

New Business: No new business at this meeting

Jerry B did bring up the beaver damn in the Pine Beach Loop. There is a customer that has been tearing down the damn from time to time so Joe and Cory do not need to do it. Joe – as we torn it

down a time or two, we were then visited by Tillamook County Sheriff and were told that we were trespassing. We were told not to enter that property. When the water is in the road and up over our manhole, then we will have issues. Cory – this last Saturday it was to the cover and he spoke to the owner at that time and documented the conversation. Joe – anything who goes through water when it is flooding the road needs to call Tillamook County Public Works. The County needs to deal with it first, then the state with the Fish and Game, and then us.

Correspondence: LGIP interest rates are going up April they went to .65% - May they are now at .75% And the Watseco-Barview Water report; Accuity – Audit is scheduled for August 18/19

STAFF REPORT

Plant Manager – Joe – Continuing to work DEQ EPA permit almost finished, farming out some of the testing for 3 cycles (6 weeks). Due on August 5th. Ron will need to sign the permit next month. Fire extinguishers has been inspected and serviced. Line visual camera has been done for the year. Wet wells will be done with Zwald. The trees in Pine Beach have been taken down; we still have some clean up to do there and some kind of parking barrier.

Office Manager – Jennifer - I am registered for a class on May 25th with SDAO – Virtual class for HR.

Board Concerns – none

Motion to adjourn the meeting at 9:45am

Next meeting: June 9, 2022, Thursday

Ron Hemberry
Board Chairman

Date