



**Twin Rocks Sanitary District
Budget Committee Agenda
April 11, 2024**

1. Call to Order _____ am

2. Budget Officer – Ron Hemberry

<u>Budget Committee Board Members</u>	<u>Position</u>
George Bean	_____ <u>1</u>
Joann Baker	_____ <u>2</u>
Jerry Berndt	_____ <u>3</u>
Ron Hemberry	_____ <u>4</u> - Budget Officer
Jerry Stanfill	_____ <u>5</u>

<u>Budget Committee Appointees</u>	<u>Position</u>	Public Committee Members have a 3-year term
Carla Albright	_____ 1	Term Expires 2024
Troy Taylor	_____ 2	Term Expires 2024
George Baker	_____ 3	Term Expires 2024
Kathy Bean	_____ 4	Term Expires 2026
Mike Kingsbury	_____ 5	Term Expires 2025

Twin Rocks Sanitary District Staff

Jennifer McHugh – Administrative Manager
Cory Perkins – Plant Operator

3. Reading and approval of the Budget Committee Minutes from April 13, 2023.

Motion to approve minutes by _____ 2nd by _____ Motion carried

4. Vote in the Committee Chairman and extend Committee Member Terms that are expiring if needed.

5. Hear Budget Message. (Budget Officer reads the message into the record.) Read by Ron Hemberry

6. Receive the Budget Documents, Ordinance, and Resolutions

7. Take Public input. (Committee Chairperson)

8. Discuss and change the Budget as necessary. (Committee Chairperson)

9. Any suggestion for changes to the Budget as proposed, will be heard at the Budget Hearing & Summary Meeting May 9, 2023 at 9 A.M.

Motion to adjourn meeting by _____ 2nd _____ **Motion carried**

Next Meeting: Hearing & Summary Meeting May 9, 2024 at 9 am.



Twin Rocks Sanitary District
PO BOX 69
Rockaway, OR 97136

Agenda for Board Meeting following the Budget Committee Meeting
Board Meeting April 11th, 2024

<u>Board Members</u>		<u>Staff</u>
1) George Bean	Board Member	Cory Perkins, Plant Operator
2) Joann Baker	Secretary	Jennifer McHugh, Office Manager
3) Jerry Berndt	Vice-Chairman	
4) Ron Hemberry	Chairman	
5) Jerry Stanfill	Treasurer	

MEETING CALLED TO ORDER _____ – Roll Call
Joann will join by video conferencing

MINUTES: Read Minutes for **March 13th, 2024** – Approve Minutes?
Motion to approve - _____ 2nd _____

FINANCIAL REPORT & AUTHORIZATION OF BILLS:
Approval of Bills and Financial Report – **Checks #5231 - 5241, EFT, and ACH payments**
Motion to approve _____ 2nd _____

Committee Reports:
Safety Comm. (Cory)--

- Old Business:**
- **Electronic Billing –end of January Quarter, start of April Quarter and Financial Reporting with third quarter Budget vs. Actuals - Jennifer**
 - **Updates from Cory for the plant on the Scada System, DO Probe, Blower Project, and Lift Stations.**

- New Business:**
- **Spring 2024 News & Risk Management Review**

Correspondence: email on Paid Leave OR from HR Answers.

STAFF REPORT
Plant Manager --
Office Manager—
Board Concerns-

Next Board meeting: May9th with Budget Hearing – 9am

Twin Rocks Sanitary District Budget Calendar 2024/2025

February 8th Prepare Draft of proposed Budget

March 14th	Appoint Budget Officer & Appoint Budget Committee
March 18th	Publish 1st Meeting Notice for April Budget meeting Publishing 3/26/24 & 4/2/24
April 15st	Publish 2nd Meeting Notice for May Budget Hearing Publishing 4/23/24 & 4/30/24
April 11th	Budget Committee Meeting at 9 AM & Approve proposed Budget by Committee Second Reading of Ordinance & Resolution Signing both the Ordinance & Resolution Second Reading of Rate Resolution Sign New Rate Resolution
April 29th	Publish LB-1 for the Budget Hearing – May 9 Publishing 5/7
May 9th	Budget Hearing 9 AM and Adopt Budget Sign Budget Resolution
June 9th	If Budget is not adopted in May Adopt Budget Make Appropriations
June 30th	Submit Documents to County Clerk