Ochoco West Water and Sanitary Authority
August 13, 2024
Board Meeting
Minutes

Mary Scrocca calls meeting to order at 6:00

Board Members Present:
Ross Scrocca (absent)
Mike Papin
Mary Scrocca
Rick Lopez
Jim Friese
James Dunkin

Guest Present
- staff
Kathy Friese - staff
Kevin Mann
John & Renee Fisher
Shawn & Leslie Young

Roll Call Ross Scrocca (Absent) all others present

Public Comments/Open Forum Speakers
None

Changes to the Agenda
Motion by Mike, second by Mary to approve, no changes to the agenda.

Approval of Minutes
Motion to approve July 9, 2024, minutes by Mary, second by Mike. No further discussion, motion carries unanimously.

Staff Reports
Sanitary-Rick asked fix June daily low levels
Water correct as read

Financials
Payroll: Motion by Mary, second by Jim to except payroll as presented. No further discussion, motion carries unanimously.
Bills: Motion by Mary, second by Mike to except bills as presented. No further discussion, motion carries unanimously.

Maintenance Report
Electric Panel…Rick reported that the electrician stated that it might have been a electrical power surge that tripped on a switch that never gets touch. He did go through, and everything seems to be working just fine. Pumps are working fine.
Jamie to get more information on Weed Specialist

Old Business
Memo to property owners about blocking meters was sent out at last monthly mailings.
OregonSaves was completed by Cascade accountant by the time limit July 31, 2024
Eric Klann's contract was signed and delivered to him.
Backflow tabled until next meeting.

Old Business (con')

Jamie has new computer now.
Tractor balance is $9,736.26 no interest until paid.
Fire extinguishers Pro Fire coming up next week.
Employee contracts tabled.
Jamie's phone tabled.
Grasshopper tabled.

New Business

Jim made a motion to try and locate a local attorney, second by Mike. No further discussion, motion carries unanimously.

Email…Groff came out and all is working.

Horse barn…Mary to contact Horse Co-op and setup a meeting with them. Rick stated that there are liability and maintenance issues, and appearance.

Website through Streamline recommended by SDAO. Motion by Mary to hire Streamline for our website, seconded by Mike. No further discussion, motion carries unanimously
Streamline was paid, $500 for setup and $210.00 monthly. Property owners will be able to ask questions, and board will get back to them.

Job postings are done and ready to be posted.

Late water and sewer bills: There are $28,000 unpaid bills to date. Mike made a motion that after 30 days passed due date property owners will get a notice. 60 days pass due date property owners' water will be shut off.
Second by Mary with no further discussion, motion carries unanimously.
This is a resolution #081324

Regular Meeting

Adjourn @ 6:46 pm

Open Executive Meeting @ 6:47 pm

Roll call complete

Adjourn @ 7:22 pm

Open regular meeting @ 7:23 pm

Motion by Mary to contact recent rental of OWWSA to enforce current lease. Mary to research current rental prices. Second by Mike with no further discussion, motion carries unanimously.

Motion by Mary to get current conditions and get a current copy of financials from Horse Co-op.
Second by Mike with no further discussion, motion carries unanimously.

Motion by Mary to conclude the Discovery investigation on previous employee theft.
Second by Mike with no further discussion, motion carries unanimously

Adjourn @7:26 pm

Member Terms
2026-(1) Richard Lopez /(2) James Dunkin /(3) /(4) Vacant /
(6) Michael Papin (3) Ross Scrocca
2025-(5) Mary Scrocca /(7) Jim Friese