

**Ochoco West Water and Sanitary Authority**  
**5488 NW Prine Rd.**  
**Prineville, OR. 97754**  
**(541) 447-1934**  
**May 13th, 2025**  
**Regular Board Meeting, Community Hall, 6:00 PM**  
**Agenda**

**Member Terms**

**2027** (1) Richard Lopez / **2025**-(2) Bob Wolverton /**2025**-(3) Tony Sneath /**2025**-(4) Aiden Humphries  
**2025**-(6) Michael Papin  
**2025**-(5) Mary Scrocca /**2025**- (7) Tim Smith

**Meeting Called to Order by Mary @**

**Roll Call**

**Changes to the Agenda**

**Approval of Minutes**

April 8th<sup>th</sup>, 2025

**Staff Reports**

- Water: Reports
- Sanitary: Reports

**Financials**

- Payroll
- Bills

**Maintenance Report**

- Meter tubes for meter reading
- Water tracking spreadsheets
- General clean-up - continuous

**Old Business**

- Budget Updates
- Water Conservation Plan
- Update: Vacant Office Position: Board made a virtual motion on April 10<sup>th</sup>, 2025, to approve the hiring of new employee. Motion passed April 13<sup>th</sup>, 2025.
- Roof estimates
- Water Policy revision
- Employee Policy Handbook: Adoption
- Backflow device ordinance: Updates

- Restoration Project: Ross Scrocca
- Rental House Agreement: Review and send to tenant
- OWWSA/POA Update
- 3-5 Year Plan Project List
- Grasshopper System

### **New Business**

- RCAC Presentation: Kim Anderson
- Procurement of New Auditing Services
- Replacing Water Line from Pumphouse

### **Roundtable Discussion**

### **Meeting Adjourn @**

**Individuals needing special accommodation such as sign language, foreign language interpreters or equipment for the hearing impaired must request such services at least 48 hours prior to the City Council meeting. To make your request, please contact the OWWSA Office at 541-447-1934 (voice), or by e-mail to [owwsa2024@gmail.com](mailto:owwsa2024@gmail.com)**