



**Twin Rocks Sanitary District**  
**PO BOX 69**  
**Rockaway, OR 97136**

**MINUTES**

Board Meeting April 14, 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** 9:21 A.M Following the Budget Committee Meeting.

**Roll Call by - Ron Hemberry**

Jerry Berndt was not in attendance today

**MINUTES:** Members read Minutes for March 10<sup>th</sup> meeting – Approve Minutes

Motion to approve Jerry S 2<sup>nd</sup> Joann B, motion carried

**FINANCIAL REPORT & AUTHORIZATION OF BILLS:**

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

Motion to approve Richard 2<sup>nd</sup> Jerry S, motion carried

**Committee Reports:**

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

**Old Business:**

- **Electronic Billing** – For the April Quarter we sent out 524 invoices, there were 31 annuals and 493 Quarterly  
For a total of \$93,286.20. So far to date at the end of March before the April invoicing we have collected 97% of the total amount of invoiced for this FY. From the end of March to today we have collected \$43,958.18. Today we are at 88% collected for the FY.  
Are paper invoices are also going down slightly each quarter.
- **SDIS Best Practices Program** – The Survey was up at the start of this week. We have until December 31, 2022 to complete it.  
I gave everyone a copy of what we have so far. Let me know if there is anything I have missed. The last 2 sections are for Board Member classes. Each of the board members can watch them virtual at home or here on the extra computer. Discussed possibly taking a class here after the May board meeting. Will discuss at the May meeting.

Emailed Jaimie (SDAO) a couple of questions on the last 2 sections

- **Also, with Best Practices we discussed updating District Policies**, when Jennifer is at the point to have Board make decisions on policies that need to be changed, she will bring it to a board meeting at that time.
- **House with the easement Issue** – Working on this letter – waiting to hear back from Lois Albright (our attorney)

### **New Business:**

- **Budget** – this was discussed at the budget committee meeting before this board meeting.
- **SDC - info to keep you up to date** We have had a few Sewer Confirmation letters go out this year. Showed the template for the letter that we have.

As far as sewer confirmation letters that we have giving to property owners to give to the county -

1 – March

2 – February

1 – January

1 – December

1 – August and 1 paid SDC Fees and has been inspected by Joe 9/28 – Alder (Christensen)

Along with that house in construction, we have two other houses that is in construction with paid SDC fees – 5/2021 – Harborview (Bless) and Larry Olander said construction will not be complete for at least a year or so. All 3 of these will not be done for a while.

We have one house that is now finished and started sewer invoices for the April Quarter – on Breaker. (Conklin)

That is the SDC and New Construction update.

- **Insurance Renewals** –

Dental Insurance with SDIS – Monthly for Me, Joe, and Cory and Family - has gone from 243.10 To \$254.04 = increase of \$10.94

MODA – Medical Insurance Monthly – Joe and Me at 1,446.58 each and Corey and Family 4,109.72 = 7,002.88 a month

This has gone down, which we knew it would be by adding Cory's youthful age to our group.

Now – Joe and I are – 1,027.32 each and Cory and Fam are 2,914.83

Total now is - \$4,969.47

So, Medical health insurance has gone down \$2,033.41 a month - this year.

**Correspondence:** USDA Loans – I Submitted all the annual servicing reporting requirement – done – we have met all the requirements. Just need to send in the new budget and start over after the annual audit.

### **STAFF REPORT**

**Plant Manager** – Joe – Spring preventative maintenance stuff and working on DEQ permit that has 40 pages that need some clarification from them and we will be set.

**Office Manager – Jennifer** – Cory fixed the folding machine

My vacation days coming up are for April 26 Tuesday – Wednesday – Thursday. I will watch email remotely while I am gone and Joe and Cory will pick up mail.

**Board Concerns – none**

**Motion to adjourn the meeting at 9:55am**

**Next meeting: May 12, 2022, Thursday**

---

Ron Hemberry  
Board Chairman

---

Date