



Twin Rocks Sanitary District  
PO BOX 69  
Rockaway, OR 97136

## Agenda

Board Meeting September 9, 2021

### Board Members

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

### Staff

Joe Nemeyer, Plant Mgr.  
Jennifer McHugh, Office Mgr.

### MEETING CALLED TO ORDER \_\_\_\_\_ – Roll Call

**MINUTES:** Read Minutes for August 12, 2021 – Approve Minutes?

Motion to approve - \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

### **FINANCIAL REPORT & AUTHORIZATION OF BILLS:**

Approval of Bills and Financial Report – Checks # **4709 - 4729**

Motion to approve \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

### **Committee Reports:**

Safety Comm. (Richard)--

### **Old Business:**

- Personnel Handbook Update – Finalized last meeting – Ron to sign
- Electronic Billing. How did the July quarter go? – Jennifer has report
- Audit was moved to August 26<sup>th</sup> – update Jennifer

### **New Business:**

- **Banking**  
Checking Account and Signers. List needs to be updated  
**Current list contains – Ron, Joann, Jerry B, Richard ... also Sheila and Gary**  
Need to add and remove; this needs to show in the minutes to send to the bank  
Jennifer and Joe are listed as Authorized Users

### **Correspondence:**

### **STAFF REPORT**

Plant Manager --  
Office Manager—  
Board Concerns--

Next meeting: October 14, 2021

Twin Rocks Sanitary District is a Drug Free Work Place and an Equal Opportunity Employer and Provider. Discrimination is prohibited by federal law. Complaints of discrimination may be filed with the Secretary of Agriculture, Washington DC, 20250