

# STEP Association Regular Board Meeting

## AGENDA

Oct 14, 2016 9:00 AM

Canterwood Commercial  
5727 Baker Way, Ste. 101

### Attendees (Board):

- Ed Caudill
- Chuck Pruitt
- Ken Sadoian
- Brice Bledsoe
- Dan Lott

### Attendees

#### (Others):

- Russell  
Tanner
- Eva Hill

### ***Board Business***

1. 9:00 – 11:00 AM - Orenco Presentation (Steve Miles)
  - a. Tentative Agenda
    - i. About Orenco
    - ii. Experience with Design & Operation of STEP Systems
    - iii. Recommended Maintenance & Schedule
    - iv. Recommendations for off-gasing and corrosion control
    - v. Question & Answer Session
2. STEP Board Meeting After Orenco Presentation
  - a. Approval of minutes from the meeting of September 29, 2016
  - b. Results of STEP Board election
  - c. Review of Orenco Presentation and path forward
  - d. Review of Parametrics proposal
    - i. Orenco alternative?
  - e. Other Business
  - f. Next Meeting

***Next meeting; adjournment***

## CANTERWOOD STEP SYSTEM ASSOCIATION

### Minutes of Meeting of the Board of Directors

**Date:** October 14, 2016

Board Members Present: Ed Caudill, Charles Pruitt, Ken Sadoian and Brice Bledsoe (newly elected member)

Also present: Eva Hill

Prior to the meeting of the Board, all of the Board's members (including newly elected member Dan Lott), consultant Eva Hill and developer Russell Tanner heard and participated in a presentation by Steve Miles of Orenco Systems, Incorporated ("Orenco") concerning the operation and maintenance of septic tank effluent pumping ("STEP") systems (such as ours) and other common sewer systems. Mr. Lott and Mr. Tanner left prior to the conclusion of the presentation.

Following that presentation, at approximately 11:30 a.m., a formal meeting of the Board members still present was called to order by Mr. Sadoian.

The minutes of the meeting held on September 29, 2016 were approved.

The completed ballots were scanned and the Board confirmed that Messrs. Caudill, Bledsoe and Lott had been duly elected to the Board.

The Board then authorized Mr. Sadoian to write to Mr. Miles on behalf of the Association requesting a proposal ("RFP") from Orenco to inspect and monitor the Association's infrastructure on a regular basis for the purpose of advising members of the Association and the Board of the need for pumping solids from septic tanks, maintenance or repairs to the system. The RFP should also solicit Orenco's recommendations concerning the companies best suited to perform services on the system. Finally, the RFP should seek Orenco's recommendations concerning how best to deal with the "off-gassing" and corrosion caused by our raw effluent and the options available for treating the effluent handled by the STEP system.

The Board also authorized Mr. Sadoian to send a letter to all Association members concerning the outcome of the vote by mail election. The letter is also to include a copy of the information manual prepared by Orenco entitled, "How to Take Care of Your Wastewater System."

The meeting was adjourned at noon.

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Charles J. Pruitt, Secretary