

**Board Meeting Minutes
Government Camp Sanitary District
April 12, 2021
4:00 p.m. via Zoom Video conferencing**

Board Members:

Present: Andrew Tagliafico, Board Chair; Ed Rogers Jr., Vice Chair; Cornelia Gunderson, Brett Fischer, John Bay.

Others Present:

Ulla Brunette, Secretary; Tom Puttman, Facility Coordinator; Ken Johannes, Plant Operator, Dustin Thorson, Dan Mancuso, Erik Hoovestol.

Proceedings:

Meeting called to order at 4:00 PM by Andrew Tagliafico.

Agenda:

John Bay moved to approve the agenda. Seconded by Ed Rogers Jr. Motion passed.

Bills:

Ed Rogers Jr. moved to approve the bills as presented.

Puttman Infrastructure invoices #3064, 3065 and 3066 listed 15% service fees that need to be removed or adjusted. Puttman will issue a credit for the difference next month.

John Bay Seconded the motion to accept the bills as presented. Motion passed.

Minutes:

Ed Roger Jr. moved to adopt last month's meeting minutes. Seconded by John Bay. Motion passed.

Plant Report – Thomas Puttman & Ken Johannes:

Monthly Operator Report Summary – March 2021

1. Treatment Plant – Flows

Inflow Received	Current Month	Previous Month	Previous Year
Average	0.124 MGD	0.141 MGD	0.167 MGD
Maximum	0.161 MGD	0.233 MGD	0.167 MGD
Minimum	0.094 MGD	0.087 MGD	0.097 MGD

2. Treatment Plant – Effluent Quality Results

Effluent Results	Current	Previous	Limit
cBOD	<2 mg/L @ 99%	1 mg/L @ 99%	25 mg/L @ 85%
TSS	<2 mg/L @ 99%	4 mg/L @ 99%	30 mg/L @ 85%
E Coli	<1 cfu/100 ml	<1 cfu/100 ml	126 cfu/100 ml
NH3-N	0.1 mg/L	0.3 mg/L	--

pH	6.5	6.5	6.3 – 9.0
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Plant Report continued.

3. Operations, Maintenance, and Regulatory

- No issues operationally.
- #1 Blower offline, worn main bearing, out for repair. Currently running #2 blower and because #3 blower was re-assigned to the surge tank, the District does not have a back up blower. Andrew Tagliafico approved the purchase of a new blower and thought it would be good to use the new blower and keep the repaired blower for backup. At some point the Board should consider overhauling the backup blower because its failure is possibly imminent.

4. Biosolids Management

- None.

5. Locates – 1; Call Outs – 1

6. Vendor Support and Coordination

- PO# - 02-107 Blower Project

7. Collections System Management

- 2021 Collection System Management Program (Draft version) - separate document.
- 2021 Inspection (Puttman): bid package going out to bid this week.
 - Added in the Mazama Lodge line, and the Union/Lige house lateral.
- 2021 Repairs (Firwood): bid package should be ready by end of the month.

8. Other

- Master Plan Facility Tour with engineering groups – week of April 19th.
- Tom Puttman mentioned that they are no longer required to send an I&I report to DEQ and therefore the “Collection System Management program document” might not be needed any further. Ken Johannes mentioned that the report could be useful to the Board for budgeting purposes and updates on repair work. The Board will review and get back to Puttman.
- Andrew Tagliafico and Dustin Thorson had Anderson Electric look at the Plant’s current Generator to determine if a new Generator or improvements to the existing Generator are needed. Anderson Electric will provide recommendations after further review.

Master Plan update:

Erik Hoovestol from Firwood Design Group, mentioned that they have rescheduled the facility tour to April 19, 2021.

30500 E West Leg Road. Mazamas Lodge. Account #184:

Mazamas requested a rate reduction on their Food Service and lodging due to Governor Kate Brown’s COVID-19 restrictions on businesses.

On June 8, 2020, the Board adopted Resolution #2020-211 which allowed a temporary rate reduction for Businesses in Government Camp that had operating restrictions set by the Oregon Governor, due to COVID-19.

30500 E West Leg Road/Mazamas continued.

In December 2020, the Board approved a reduced rate for the “Food Service/Dining area” as such:

- EDU rate for the Food Service/Dining area = 4.55
- The Board agreed to charge the first two EDUs at the full rate of \$41.00 per unit, and the reduced rate of \$24.60 per unit, for the remaining 2.55 EDUs. (Reduced rate based on the District’s billing policy for structures that have been destroyed or demolished by fire, Resolution #11-183)

After reviewing Governor Kate Brown’s executive orders back from March 2020, the Board agreed that Mazamas “lodging” had significant operating restrictions and should be allowed a reduced rate.

Discussion took place about the reduced rate of \$24.60, which is for structures that are demolished or destroyed by fires. The Board agreed that because the businesses are still allowed to have about 20% of their occupants, the reduced rate should be different than demolished structures. The reduced rate would be an 80% discount from the Operational costs referenced in Ordinance 03-21.

80% discount calculation:

EDU rate = \$41.00 per unit

EDU rate for demolished structures = \$24.60. (portion of the EDU funds for Capital Improvements.)

Rate difference = \$16.40 (portion of the EDU funds for operational costs)

80% of \$16.40 = \$13.12

\$41.00 - \$13.12 = **\$27.88 temporary reduced EDU rate**

Revised rate for Mazamas Lodge:

Lodging – billed 8.75 EDUs per month -

2.00 EDUs will be billed the full rate of \$41.00.

6.75 EDUs will be billed the temporary reduced rate of \$27.88 per unit and would take effect as of March 17, 2020 and extend until fully operational or until amended again by action of the Board, whichever comes first.

Food Service/Dining billed 4.55 EDUs per month–

2.00 EDUs will be billed the full rate of \$41.00.

2.55 EDUs will be revised from \$24.60 per unit to the new rate of \$27.88 per unit and would take effect as of March 17, 2020 and extend until fully operational or until amended again by action of the Board, whichever comes first.

2021 main sewer lines – repair project:

The bids will be going out towards the end of this month. Firwood will forward the repair project recommendations to the Board for approval, prior to advertising for bids.

The Board has approved \$150,000.00 for the 2021 summer sewer repair project.

2021 main lines – cleaning/inspection project:

Puttman Infrastructure provided a map and details of this summer’s sewer line inspection and mentioned that the bid request went out today.

2021-2022 FY Budget:

Budget Committee meeting is scheduled for this evening , following the regular Board meeting.

30510 E Blossom Trail – Cascade Ski Lodge, Account #043:

Jackie Lane, President of Cascade Ski Club emailed a letter to the District requesting a rate reduction on their lodging and food service due to COVID-19 State restrictions on business operations.

The Board agreed that Cascade Ski lodge falls in the same category as Mazamas Lodge and therefore a temporary reduced rate was approved.

Lodging is billed 12.25 EDUs.

2.00 EDUs will be billed the full rate of \$41.00 per unit.

10.25 EDUs will be billed the temporary reduced rate of \$27.88 per unit and would take effect as of March 17, 2020 and extend until fully operational or until amended again by action of the Board.

Food Service/Dining is billed 2.18 EDUs.

2.00 EDUs will be billed the full rate of \$41.00 per unit.

.18 EDU will be billed the temporary reduced rate of \$27.88 and would take effect as of March 17, 2020 and extend until fully operational or until amended again by action of the Board.

Recording Irrigation meters:

In the past the District hired a local representative to record the irrigation meters for most of the businesses. The Board agreed that going forward, if a business would like any deductions for Irrigating, they would need to submit their meter readings to the District, on the 15th of June, July, and August each summer.

FEMA Grant:

In September 2020, PGE shut off the power to the community of Government Camp for seven days, due to fire danger. Puttman Infrastructure had to manage the plant 24/7 in order to keep the plant running safely, which resulted in additional expenses.

The District Secretary reported that FEMA has approved grant funds to the District for \$29,947.70.

2019/2020 FY Audit:

Lauka McGuire PC is expecting to send the 2019/2020 FY audit draft to the Board by the end of April 2021.

There being no further business, the meeting was adjourned.

Minutes prepared by Secretary, Ulla Brunette.