

**Board Meeting Minutes
Government Camp Sanitary District
February 13, 2023
4:00 p.m. at Mt. Hood Cultural Center & Zoom Video conferencing**

Board Members:

Present: Ed Rogers Jr., Vice Chair; Cornelia Gunderson, Brett Fischer.

Attended via Zoom audio conferencing: Dan Mancuso.

Absent: Andrew Tagliafico.

Others Present:

Ulla Brunette, Secretary; Ken Johannes, Senior Plant Operator; Dustin Thorson, Operator I.

Attended via Zoom audio conferencing: Tom Puttman, Facility coordinator.

Proceedings:

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

Agenda:

Cornelia Gunderson moved to approve the agenda as presented. Seconded by Dan Mancuso. Motion passed.

Bills:

Num	Name	Memo	Amount
Auto	Verizon	Auto withdrawn from US Bank on 2/14/2023	-65.10
Auto	CenturyLink	Landline, auto withdrawn from US Bank 2/22/2023	-131.24
5485	Y Brannen, Christopher	Refund for prepaid sewer fees 2/1/23 - 6/30/23	-194.75
5486	Firwood Design Group, LLC	Inv. #172188 November services, projects	-1,316.25
5487	Puttman Infrastructure, Inc.	Inv. #4825 New Contract salary for Plant Operator	10,088.78
5488	Government Camp Snow	Inv. #m208 Jan Snow removal at plant	-1,365.00
5489	Firwood Design Group, LLC	Inv. #172239 December services, projects	-641.25
5490	Puttman Infrastructure, Inc.	Inv. #4826 Biosolids mgmt..	-406.25
5491	Cascade Columbia	Inv. #853584 dated 11/29/22 (lost inv)	-470.00
5492	Currant-Mcleod, Inc.	Inv. #None Master plan	-660.00
5493	Edge Analytical Inc.	Ref. #22-40551,41196,41527,23-00296,00988,02331,01767,02937	-2,801.61
5494	Michael-Alan Mechanical	Inv. #1057 dated 12/20/22	-1,087.00
5495	Mrs. Ulla Brunette	Postage stamps	-126.24
5496	Portland General Electric	Acct. #3139860000	-4,449.30
5497	Special Districts Insurance	Ref. #CHG-6474 Additional cost for 2023 liability coverage	-801.00
5498	Firwood Design Group, LLC	Inv. #172187 Master Plan mgmt..	-2,278.75
5499	Government Camp Snow	Inv. m201 December snow removal at plant	-1,755.00
5500	Brunette, Ulla B	Secretary salary for January 2023	-1,170.66
5501	Puttman Infrastructure, Inc.	Inv. #4833 SBR 2 float replacement	-112.50
5502	Engineering News-Record	Cust. #1142892365 Digital membership for 1 year	-60.00
5503	Firwood Design Group, LLC	Inv. #171985 Master plan work from April/May 2022 and 1/2023	<u>-1,401.25</u>
			-31,381.9

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Bills continued.

Brett Fischer moved to approve the bills as presented. Seconded by Cornelia Gunderson. Motion passed.

Bank account update:

General Funds – US Bank \$92,605.30

State Pool Acct. #5206 \$357,065.18

State Pool Acct. #5260 \$445,714.38

Minutes:

Brett Fischer moved to adopt last month’s meeting minutes. Seconded by Cornelia Gunderson. Motion passed.

Plant Report – Thomas Puttman & Ken Johannes:

Monthly Operator Report Summary – January 2023

Treatment Plant – Flows

Inflow Received	Current Month	Previous Month	Previous Year
Average	0.127 MGD	0.114 MGD	0.137 MGD
Maximum	0.193 MGD	0.203 MGD	0.197 MGD
Minimum	0.106 MGD	0.072 MGD	0.090 MGD

Treatment Plant – Effluent Results

Effluent Results	Current	Previous	Limit
cBOD	3 mg/L @ 98%	4 mg/L @ 95%	25 mg/L @ >85%
TSS	4 mg/L @ 96%	4 mg/L @ 92%	30 mg/L @ >85%
E Coli	<1 cfu/100 ml	<1 cfu/100 ml	126 cfu/100 ml
NH3-N	2.8 mg/L	3.8 mg/L	--
pH	6.6	6.5	6.3 – 9.0

Operations, Maintenance, and Regulatory

- SBR Mixer #2 off balance, needs to be replaced. Quotes updated and packaged.
- The fiberglass outer shell on SBR #2 has breached to a point where it is leaning off balance.
- The estimated cost is around \$20,000. \$15,290 for the mixer, \$4,500 for the crane truck and electrician and ½ days labor for the plant operators.
- Estimated delivery time will be 3-4 months.

Biosolids Management

- Completed.

Locates/Callouts:

- 6 locates
- No callouts

Collections System Management

- 2023 Inspections: Reviewing.

Plant report continued.

Other

- Mt. Hood Brewery – no updates.
- New Generator – delivery date delayed. Now expecting May or June 2023.

Master Plan Update:

- The facility plan has been submitted to DEQ.
- The District's funding request is in the application process.

Generator replacement for Treatment Plant:

- Delivery possibly delayed until May 2023.

Mt. Hood Brewing – Acct. #159 87304 E Gov't Camp Loop:

- No update.

Special Districts property/casualty coverage for 2023:

- The Surge Tank was accidentally left off the insurance schedule for the 2023 policy year. Additional cost will be \$542.00 for the year.
- The Earthquake insurance increased \$259.00 for the year, due to the addition of the Surge Tank.

Resolution #2023-218, 2023 SDC rate increase:

- A Resolution adopting a rate adjustment in system development charges based on an adopted cost index.
- The SDC rate to be charged by the District shall be increased by 10.50% from the 2022 SDC rate of \$5,861.00 to \$6,476.41 based on changes in the Adopted cost index.
- Cornelia Gunderson moved to adopt Resolution #2023-218. Seconded by Brett Fischer. Motion passed.

There being no further business, the meeting was adjourned.

Minutes prepared by Secretary, Ulla Brunette.