

**Board Meeting Minutes
Government Camp Sanitary District
August 14, 2023**

4:00 p.m. at Mt. Hood Cultural Center & Zoom Video conference.

Board Members:

Present: Andrew Tagliafico, Board Chair; Ed Rogers Jr., Vice Chair; Cornelia Gunderson, Ulla Brunette/Board Member & Secretary.

Board members that attended via Zoom audio conference: Dan Mancuso

Others Present:

Tom Puttman, Facility coordinator; Ken Johannes, Senior Plant Operator; Dustin Thorson, Operator I.

Other attendance via Zoom audio conference: Brett Fischer, Erik Hoovestol.

Proceedings:

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

Agenda:

- Ed Rogers Jr. moved to approve the agenda as presented. Seconded by Cornelia Gunderson. Motion passed.

Bills:

Date	Num	Name	Memo	Amount
08/14/2023	5593	Peterson Cat	Inv. #H3523801 Generator rental	-6,259.20
08/14/2023	5594	Portland General Electric	Acct. #3139860000 - July	-3,888.57
08/14/2023	5595	Puttman Infrastructure, Inc.	Inv. #5312 O&M reimbursables	-944.73
08/14/2023	5596	Northwest Local Gov't Legal Advisors	Legal services, Invoice #13500	-660.00
08/14/2023	5597	One Call Concepts, Inc.	Inv. #3070693 July 10 tickets	-74.20
08/14/2023	5598	Puttman Infrastructure, Inc.	Inv. #5310 O&M Services	-10,088.78
08/14/2023	5599	Department of Environment Quality	Inv. # WQ24DOM-0072 Water quality annual permit	-3,190.00
08/14/2023	5600	Edge Analytical Inc.	#23-18357,19106,17320,19808,20690,21505,21506,22223	-2,688.00
08/14/2023	5601	Puttman Infrastructure, Inc.	Inv. #5313 Collection System management	-1,462.50
08/14/2023	5602	M Edison Homes LLC #438	Sewer line connection inspection deposit	-900.00
08/14/2023	5603	Cascade Columbia	Inv. #871459,#872035, #872375,#873768	-2,484.30
08/14/2023	5604	Puttman Infrastructure, Inc.	Inv. #5311 Biosolids mgmt.	-16,657.86
08/14/2023	5605	Puttman Infrastructure, Inc.	Inv. #5314 Treatment Plant Pump #1	-375.00
08/14/2023	5606	Firwood Design Group, LLC	Inv. #172712 July services, repair project	-3,995.00
08/14/2023	5607	Mrs. Ulla Brunette	Postage stamps	-133.14
08/14/2023	5608	WHO LTD	Inv. #23-668 Mills Hwy 26 line inspection	-100.00
08/14/2023	5609	Firwood Design Group, LLC	Inv. #172713 July services misc eng.	-2,277.50
08/14/2023	5610	Peterson Cat	VOID: Inv. #H3523802 - Generator	0.00
08/14/2023	5612	Portland General Electric	Acct. #3139860000 Replace lost check from June	-3,160.43

<u>Bills Cont.</u>	5613	Brunette, Ulla B	Secretary salary for July	-1,210.55
08/14/2023				
08/14/2023	Auto	Verizon	Cell phone - auto withdrawn from US Bank	-65.04
08/22/2023	Auto	CenturyLink	Landline, auto withdrawn from US Bank	<u>-130.57</u>
				60,745.37

- Ed Rogers Jr. moved to approve the bills as presented. Seconded by Cornelia Gunderson. Motion passed.

Bank account update:

US Bank – (General funds) \$128,147.91
 State Pool Acct. #5206 – (SDC) \$365,192.23
 State Pool Acct. #5260 - (Capital) \$320,569.13
 State Pool Acct. #6531 – (Debt) \$3,134.84

Minutes:

- Ed Rogers Jr. moved to adopt last month’s meeting minutes. Seconded by Cornelia Gunderson. Motion passed.

Plant Report – Thomas Puttman & Ken Johannes:

Monthly Operator Report Summary – July 2023

Treatment Plant – Flows

Inflow Received	Current Month	Previous Month	Previous Year
Average	0.118 MGD	0.114 MGD	0.128 MGD
Maximum	0.135 MGD	0.138 MGD	0.214 MGD
Minimum	0.099 MGD	0.094 MGD	0.106 MGD

Treatment Plant – Effluent Results (final results pending)

Effluent Results	Current	Previous	Limit
cBOD	2 mg/L @ 99%	2 mg/L @ 98%	10 mg/L @ >85%
TSS	2 mg/L @ 98%	7 mg/L @ 88%	10 mg/L @ >85%
E Coli	1 cfu/100 ml	1 cfu/100 ml	126 cfu/100 ml
NH3-N	0.07 mg/L	0.04 mg/L	--
pH	6.5	6.5	6.3 – 9.0

Operations, Maintenance, and Regulatory :

- The new generator was commissioned on the 28th, final checkout training Aug 31.
- Received Warning Letter for May low TSS removal rate (84%) due to extra low influent strength affecting the percentage calculation.

Biosolids Management:

- Sludge hauling: Land application – 142,000 in July; 192,000 to date. Digester drawdown.

Locates/Call Outs:

- Located: 10
- Call Outs: 0

Collections System Management:

- 2023 Inspections: Completed and summarized. A tracking database that lists status of past repair recommendations is being developed.
- 2022/23 Repairs: Firwood to lead.

Other:

- Brewery Discharge Agreement
- Digester drawdown

Master Plan projects/DEQ SRF Loan:

- DEQ is reviewing the Master plan projects and will determine which environmental review requirement would be needed for the SRF loan.
 - County exemption. The District would have to notify various agencies. Estimated engineering cost would be around \$5,000. (The exemption would include minimal ground disturbance.)
 - Environmental review – estimated engineering cost would be around \$15,000.
 - Environmental Impact study, which could be very expensive.
 - A waiver could be submitted, which states that the projects will have no ground disturbance and the projects will be within the Treatment plant, the existing old sewer lines, and manholes.
- Erik Hoovestol has requested a waiver and waiting to hear back from DEQ.
- Erik Hoovestol will be submitting information to the Board for:
 - The DEQ SRF requirements and documents they will require throughout the process, from design through construction.
 - Scope of work for the Master plan projects.
 - Updated sewer line data base for the past three years inspections, prioritizing the repairs list.

2023 main sewer lines – repair projects:

- Beam Excavating, Inc. was awarded the 2023 Sewer Rehabilitation and Repairs contract for \$169,000.
- The following repairs will begin next week:
 - Replacing the main sewer line on Bergstrasse Road.
 - Manhole lining.
 - Manhole repairs.
 - Collection System repairs on Lige lane.
- Beam Excavating is requesting an additional \$4800 for their staff to perform lateral locates on the four homes located on Bergstrasse road. Erik Hoovestol mentioned that the contract did not specify who would be performing the locates, so he believes they assumed the Sanitary District would.
- Firwood Design placed stakes where the new laterals would go, but not the existing laterals.
- Andrew Tagliafico did not agree to the additional cost of \$4800. He would agree on concessions that seemed fair and reasonable but a certain amount of this is just part of the project.
- 31050 E Bergstrasse road – two options for the lateral line on this property.
 - The District can install a new lateral on their driveway at the owners' costs.
 - The District will remove brush from the existing lateral to connect to the new main line.
 - The District will notify the owners of their options.
- Erik mentioned that Beam Excavating recommends a Trenchless method for the two Lige lane repairs. The cost would be \$13,800 (\$6900 each) The Board agreed to leave the project as open cut per the contract for \$7250.

2023 main sewer lines - inspections/cleanings:

- 2023 sewer lines inspection and cleaning has been completed.
- Puttman Infrastructure is updating maintenance priorities based on the inspections.

Investment options:

- No investments have been made at this time, still researching the best option.
- US Bank would be able to increase the interest rate on the General checking account by changing from a small business account to their Municipal Investor checking account.
- The current interest rate for the small business account is .01%.
- With the Municipal Investor account, the rate could be 3%, if approved by the bank.
- The Board approved changing the bank account to their Municipal Investor account.

Mt. Hood Brewery:

- Puttman Infrastructure is working on the draft outline for the Brewery to proceed with connecting to the Districts sewer system.

Other:

US Forest Service:

- Andrew Tagliafico mentioned that the US Forest Service is discussing conveying the property at the Treatment plant to the District.

88712 E Lige Lane, Account #035:

- The owner has demolished the structure on this property which is considered two lots. The second lot has been vacant and is now listed as 88706 E Lige Lane and owned by Tony Mills/Edison Homes.
- The owner from 88712 E Lige lane said they paid a second SDC for future development around 1999.
- The District Secretary will research and if shown that the 2nd SDC fee was paid, no SDC fees will need to be collected for 88706 E Lige Lane.

There being no further business, the meeting was adjourned.
Minutes prepared by Secretary, Ulla Brunette.