

**Board Meeting Minutes**  
**Government Camp Sanitary District**  
**April 11, 2022**  
**4:00 p.m. at Mt. Hood Cultural Center & Zoom Video conferencing**

**Board Members:**

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

**Others Present:**

Ulla Brunette, Secretary; Ken Johannes, Senior Plant Operator.

Attendance via Zoom Video Conferencing: Dustin Thorson, Operator I, Tom Puttman, Facility coordinator, 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:

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
Auto	Verizon	Auto withdrawn from US Bank	-59.14
5316	Firwood Design Group, LLC	Inv. #171566 2/28/22 February Master Plan	-953.75
5317	Mrs. Ulla Brunette	office supplies, postage	-126.99
5318	Puttman Infrastructure, Inc.	Inv. #4236 Biosolids Mgmt. program	-351.00
5319	Firwood Design Group, LLC	Inv. #171567 2/28/22 February 2022 sewer repairs project	-273.75
5320	Government Camp Snow Removal	Inv. #m170 3/1/22 February snow removal	-900.00
5321	Portland General Electric	Acct. #3139860000	-2,997.06
5322	Puttman Infrastructure, Inc.	Inv. #4234 Plant Operator O&M fees	-9,332.82
5323	Verizon	check printing error - VOID	0.00
5324	Edge Analytical Inc.	Ref. #22-08142, 22-09182, 22-09961	-987.00
5325	Government Camp Snow Removal	Inv. m179 4/8/22 March snow removal	-160.00
5326	Puttman Infrastructure, Inc.	Inv. #4235 O&M services reimbursables	-266.44
5327	IRS	1st Qtr 2022, Form 941-V, 941	-564.02
5328	Oregon Department of Revenue	1st Qtr 2022 OR-OTC-V, OR-STT-1, OR-STT-2	-3.69
5329	Oregon Department of Revenue	1st Qtr 2022 OR-OTC-V, OQ, 132	-5.37
5330	Brunette, Ulla B	Secretary Salary for March	<u>-1,305.10</u>
			-18,286.1

Bills continued.

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

Bank account update:

General funds – US Bank \$151,560.42  
 State Pool Acct. #5206 \$343,183.31  
 State Pool Acct. #5260 \$413,694.09

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 – March 2022

• Treatment Plant – Flows

Inflow Received	Current Month	Previous Month	Previous Year
Average	0.139 MGD	0.121 MGD	0.124 MGD
Maximum	0.197 MGD	0.185 MGD	0.161 MGD
Minimum	0.111 MGD	0.089 MGD	0.094 MGD

• Treatment Plant – Effluent Quality Results (final results pending)

Effluent Results	Current	Previous	Limit
cBOD	2 mg/L @ 98%	2 mg/L @ 98%	25 mg/L @ >85%
TSS	3 mg/L @ 97%	2 mg/L @ 99%	30 mg/L @ >85%
E Coli	0.2 cfu/100 ml	<1 cfu/100 ml	126 cfu/100 ml
NH3-N	0.1 mg/L	1 mg/L	--
pH	6.4	6.5	6.3 – 9.0

Operations, Maintenance, and Regulatory

- No issues.

Pre-Treatment – Industrial Discharge

- No update yet from the brewery.

Biosolids Management

- Lime tank cleanout in May. Sludge truck inspection soon.
- Notification letters for the new land application site sent out – 30 day hold.

Locates

- 1

Call Outs

- 0

Collections System Management

- 2022 Repairs - 2021 Inspections summary has been submitted to Firwood for review, final report to be issued this week.
- 2022 Inspections - bid package has been sent out to the vendors.

Master Plan update – Curt McLeod & Erik Hoovestol:

- Curt McLeod submitted the Point Source Project Loan Application to DEQ on April 8, 2022.

**Project Schedule:**

Estimated design start date: May 2022

Estimated construction start date: August 2022

Estimated project completion date: March 2023

<b><u>Project cost and funding:</u></b>	<b><u>Total project budget</u></b>	<b><u>Amount funded by CWSRF</u></b>
Administration and legal		
Contingency	\$50,000.00	\$50,000.00
Preliminary expense		
Land and right of way		
Basic engineering	\$30,000.00	\$30,000.00
Other engineering		
Project inspection	\$20,000.00	\$20,000.00
Construction	\$420,000.00	
Other: Equipment Purchases	<u>\$230,000.00</u>	<u>\$60,000.00</u>
<b>Total Cost</b>	<b>\$750,000.00</b>	<b>\$160,000.00</b>

<b><u>Funding Sources:</u></b>	
DEQ Clean Water State Revolving Fund Loan	\$590,000.00
Business Oregon Special Public Works Grant and/or Loan	
USDA Rural Development Grant and/or Loan	
Business Oregon Community Development Block Grant	
General Obligation Bonds	
Local Funds	<u>\$160,000.00</u>
In-Kind Assistance	
<b>Total Funding</b>	<b>\$750,000.00</b>

- Once DEQ ranks all applications and determines total funding available, they will invite applicants to submit a full application.

2022 main sewer lines repair projects – Firwood Design/Erik Hoovestol:

- Erik Hoovestol has reviewed the projects and will update the Board at the next meeting.

2022 main sewer lines cleaning/inspections:

- Bid package has been sent out to the vendors.

Generator replacement for Treatment Plant:

- Peterson Cat proposal for a new 250kW standby generator \$116,500.00.
- Brett Fischer moved to approve the purchase of the new Generator from Peterson Cat. Seconded by Ed Rogers Jr. Motion passed.

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

- No updates.

2022-2023 FY Budget:

- A budget meeting will be held directly after the Board meeting this evening.

There being no further business, the meeting was adjourned.

Minutes prepared by Secretary, Ulla Brunette.