

**Board Meeting Minutes  
Government Camp Sanitary District  
December 12, 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.

Attended via Zoom audio conferencing: Dan Mancuso.

Others Present:

Ulla Brunette, Secretary; Tom Puttman, Facility coordinator; Ken Johannes, Senior Plant Operator.

Attended via Zoom audio conferencing: Curt McLeod, Erik Hoovestol.

**Proceedings:**

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

Agenda:

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

Bills:

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
5440	Puttman Infrastructure, Inc.	Inv. #4700 O&M reimbursables	-1,460.76
5441	Trojan Technologies Inc.	Inv. 200/4160 Lamps	-1,072.03
5442	USDA Forest Service	Bill #BF060609AD581 Special use permit 2023	-794.05
5443	One Call Concepts, Inc.	Inv. #2110688, Acct. #09-0000936	-2.70
5444	Portland General Electric - New Plant	Acct. #3139860000	-2,469.30
5445	Puttman Infrastructure, Inc.	Inv. #4702 Biosolids mgmt.	-437.25
5446	Northwest Local Gov't Legal Advisors	Legal services, Invoice #13297	-165.00
5447	Northwest Pump Petroleum & Industrial	Cust. #109010, Inv. #3367068-00	-280.00
5448	Puttman Infrastructure, Inc.	Inv. #4698 Emergency & after-hours response	-2,696.63
5449	Edge Analytical Inc.	Ref. #22-36140, 36904, 37500, 38374	-1,355.48
5450	Government Camp Snow Removal	Inv #m195 November Snow removal at plant	-975.00
5451	Puttman Infrastructure, Inc.	Inv. #4699 O&M services	-9,332.82
5452	Brunette, Ulla B	Secretary salary for November 2022	-1,331.78
5453	Iron Horse, LLC	Inv. #52219*01,52219*01R 2022 sewer line projects	-109,533.95
5454	Iron Horse, LLC	Inv. #52117*01R, 52117*02R,52117*03,52117*03R 2021 projects	-13,613.70
5455	Iron Horse, LLC	Inv. #52119*01R Retention held from inv. #52119*01	-5,764.95
Auto	Verizon	Auto withdrawn from US Bank on 12/14/22	-65.09
Auto	CenturyLink	Landline, auto withdrawn from US Bank 12/27/22	<u>-130.50</u>
			<b>-151,480.99</b>

Bills continued.

Ed Rogers Jr. moved to approve the bills as presented, with the understanding that the change order from Iron Horse will need to be signed before the payment is mailed out. Seconded by Cornelia Gunderson. Motion passed.

Bank account update:

General Funds – US Bank \$219,120.99  
 State Pool Acct. #5206 \$353,092.05  
 State Pool Acct. #5260 \$474,850.69

Minutes:

Ed Rogers Jr. moved to adopt last month’s meeting minutes. Seconded by Brett Fischer. Motion passed.

Plant Report – Thomas Puttman & Ken Johannes:

Monthly Operator Report Summary – November 2022

Treatment Plant – Flows

Inflow Received	Current Month	Previous Month	Previous Year
Average	0.095 MGD	0.073 MGD	0.106 MGD
Maximum	0.268 MGD	0.097 MGD	0.200MGD
Minimum	0.068 MGD	0.052 MGD	0.069 MGD

Treatment Plant – Effluent Results

Effluent Results	Current	Previous	Limit
cBOD	4 mg/L @ 94%	1 mg/L @ 98%	25 mg/L @ >85%
TSS	5 mg/L @ 87%	4 mg/L @ 96%	30 mg/L @ >85%
E Coli	1.7 cfu/100 ml	1.7 cfu/100 ml	126 cfu/100 ml
NH3-N	2.3 mg/L	0.7 mg/L	--
pH	6.4	6.4	6.3 – 9.0

Operations, Maintenance, and Regulatory

- No issues.

Biosolids Management

- Completed.

Locates/Call outs:

- 2 locates
- 1 Call out

Collections System Management

- 2022 Inspections: Completed.
- 2022 Repairs: Firwood to update.

Other

- Mt. Hood Brewery – no updates.
- New Generator – no updates, delivery expected in February - March.

Master Plan Update, Curt McLeod:

- Curt McLeod revised the master plan loan application for DEQ from \$750,000 to \$1,000,000.00. If the District did a 10-year loan, the interest would be 1.06% plus 0.5% fee. The annual loan payments would be \$107,100.00.
- Curt mentioned that the District could also have a portion of the debt as a grant or forgivable loan, so the loan amount could be decreased.

<b>MASTER PLAN PRIORITY PROJECT LIST - DECEMBER 12, 2022</b>				
<b><u>EQUIPMENT COST</u></b>	<b><u>COST</u></b>	<b><u>OTHER</u></b>	<b><u>TOTAL</u></b>	<b><u>CWSRF LOAN</u></b>
UV REPLACEMENT	\$120,000.00	CONTINGENCY	\$30,000.00	\$0.00
WAS PUMPS 2	\$24,000.00	BASIC ENGINEERING	\$30,000.00	\$0.00
WAS CHECK VALVES 2	\$4,000.00	PROJECTION INSPECTION	\$20,000.00	\$0.00
SCREEN PUMP	\$18,000.00	CONSTRUCTION	\$420,000.00	\$455,000.00
NEW BACKUP BLOWER	\$10,000.00	DIFFUSER PLATFORM, SWIVEL JTS 2	\$0.00	-
DO CONTROLS 2	\$0.00	EQUIPMENT PURCHASE	<u>\$527,600.00</u>	<u>\$527,600.00</u>
SBR MIXERS 2	\$0.00	<b>TOTAL PROJECT COST</b>	<b>\$1,027,600.00</b>	<b>\$982,600.00</b>
SBR DECANT SYSTEM 2	\$48,000.00			
SBR DIFFUSERS 2	\$60,000.00			
DIGESTER MIXER, DECANT PUMP	\$18,600.00			
SBR FLOAT 2	\$40,000.00			
CHEMICAL FEED SYSTEM	\$25,000.00			
SBR DIFFUSER ACCESS SYSTEM	\$150,000.00			
PSPS FUEL TANK	<u>\$10,000.00</u>			
<b>TOTAL EQUIPMENT INSTALLATION</b>	<b>\$527,600.00</b>			

- Ed Rogers Jr. moved to approve the Master Plan loan, presented by Curt McLeod. Seconded by Brett Fischer. Motion passed.

2021 & 2022 main sewer lines – repair projects:

Iron Horse LLC contract – 2021 sewer line repairs not completed as of December 12, 2022.

- Iron Horse stated that they will not be able to install eight of the T-liners this year and five could not be installed because the lateral lines are too close together.
- One Vac-A-Tee cleanout on Mucoy, will not be completed this year.
- The Board agreed to remove both projects from Iron Horse LLC contract.

Generator replacement for Treatment Plant:

- No update.

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

- No update.

SDIS matching security grant:

- SDIS informed the District, that the grant was not accepted, due to lack of funding.

Puttman Infrastructure:

- The Plant Operations contract rate will be adjusted on January 1, 2023.

- The annual contract rate increases each year based on the CPI plus 1%, but not to exceed 4% annually.
- Puttman Infrastructure is requesting an increase in their monthly operations budget from \$9,332/month to \$10,386/month, which exceeds the 4% cap.
- Cornelia Gunderson moved to approve the cap for 2023 to not exceed 9%. Seconded by Brett Fisher. Motion passed.
- The new CPI rate will be announced in the next few days, so the contract rate will be reviewed at the January 2023 Board meeting.

Other new:

- Government Camp Communications is working with the Forest Service to approve installation of fiber optics to the Treatment plant.
- Installation is expected to take place summer of 2023.

There being no further business, the meeting was adjourned.

Minutes prepared by Secretary, Ulla Brunette.