

GRAND RONDE SANITARY DISTRICT
BOARD OF TRUSTEES

September 18, 2013, 9:30 a.m.

1. CALL TO ORDER AND NOTE OF ATTENDANCE

Trustee Pope declared the meeting of the Grand Ronde Sanitary District Board of Trustees to be in session at 9:30 a.m. Trustee Ainsworth was present, Trustee Wheeler was excused.

Staff present: Greg Hansen, Interim Manager
 David Doyle, Legal Counsel
 Todd Whitaker, Public Works Director

2. ANNOUNCEMENTS

3. COMMENTS FOR ITEMS NOT ON THE AGENDA

4. APPROVAL OF THE AGENDA

MOTION: TRUSTEE AINSWORTH MOVED, TRUSTEE POPE SECONDED,
 TO APPROVE THE AGENDA.

MOTION PASSED BY A UNANIMOUS VOTE OF THE QUORUM.

5. APPROVAL OF THE MINUTES OF JUNE 19, 2013

MOTION: TRUSTEE AINSWORTH MOVED, TRUSTEE POPE SECONDED,
 TO APPROVE THE MINUTES OF JUNE 19, 2013

MOTION PASSED BY A UNANIMOUS VOTE OF THE QUORUM.

6. STATUS OF THE DISTRICT

Greg Hansen reported that since the last meeting, there had been a change in staffing. Kevin Dobie, the longtime district operator quit unexpectedly approximately two weeks ago. Since that time, Todd has been overseeing the operations of the District to make sure it remains in compliance. The grounds have also been neglected, so last week a group of community service workers came out to start cleaning up the property, and will be back to continue that process. The County is billing the District for the Community Service and Todd's time.

The District worked with Jerry Jackson to serve past due notices to the most delinquent accounts. Four have responded to set up payment plans. One house is vacant and for sale, and the Board directed Legal Counsel to proceed with putting a lien on the property for the past due amount so it will be collected if the house does sell.

The Tribe removed 38 units of Elder Housing from the District last November, but did not notify us until July. They requested account reimbursement for the months of November - July, but Greg sent a letter denying the request. The loss of these units reduces the District's revenue by over \$1,000 each month.

7. OREGON ASSOCIATION OF WATER UTILITIES CONTRACT

As of last Friday, the District was able to contract with the Oregon Association of Water Utilities (OAWU) for operations and to be listed as the Operator of Record for the District (as required by DEQ). The Contract is \$3,500 per month during non-discharge times, and \$4,500 per month once discharge starts (approximately in November) for up to 16-20 hours per week. Time above that will be an hourly rate. Todd hopes that this contract will only need to be for 3 months until a more permanent solution can be found.

Options for a permanent solution include contracting with OMI, OAWU, possibly the Tribe or the City of Willamina, or hiring another Operator for the District. A person does not need to be certified to operate the District as long as they work toward and achieve certification while they are working, but the District would still need an Operator of Record until the employee is certified.

Todd is hoping that during the contract with OAWU they will be able to complete a needs assessment for the facility and equipment. Todd is also looking at ways to add a wireless system so the contractor or district operator can remotely access the District equipment and be notified instantly of any equipment failures.

ADJOURNMENT

Trustee Pope adjourned the meeting at 10:00 a.m.

Minutes: Heather Alvarez
Approved: December 18, 2013