

**GRAND RONDE SANITARY DISTRICT**  
**BOARD OF TRUSTEES**

**March 19, 2014, 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 9:08 a.m. Trustee Wheeler and Trustee Ainsworth were present.

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

**2. ANNOUNCEMENTS**

- (a)   **A Budget Hearing for the Grand Ronde Sanitary District will be held on Thursday, May 15, 2014 at 9 a.m. in the Courthouse conference room.**

**3. COMMENTS FOR ITEMS NOT ON THE AGENDA**

**4. APPROVAL OF THE AGENDA**

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

**MOTION PASSED UNANIMOUSLY.**

**5. APPROVAL OF THE MINUTES OF DECEMBER 18, 2013**

**MOTION:       TRUSTEE WHEELER MOVED, TRUSTEE AINSWORTH  
                      SECONDED, TO APPROVE THE MINUTES OF DECEMBER 18,  
                      2013.**

**MOTION PASSED UNANIMOUSLY**

**6. STATUS OF THE DISTRICT**

Greg Hansen reported that the district continues to operate in the black. The upcoming budget process should be short. Staff has tried recruiting for budget committee volunteers but have not had any success.

The District Operator, Dustin Thompson, continues to do a very good job. He works about 30 hours/week during discharge season (November 1 - April 30). And 10 hours per week during non-discharge season, which works out well for him to work the remaining hours as a Public Works employee. He has completed a full inventory of all tools and equipment owned by the district. He is also continuing to work toward a certification to operate the plant, and will be attending two upcoming trainings.

Greg reported that he has reviewed the rate schedules from some other districts. The district is on the low side but cannot justify a rate increase at this time. Eventually, the pump stations will need extensive repair, but staff will be looking into grants and loans that are available to help with the cost of the upgrades.

The Board also discussed delinquent accounts. They felt that stronger action needs to be taken on past due accounts. There are very few sanitary district utilities that do not include water, which makes it challenging for enforcement. Previously, past due accounts were served by Jerry Jackson, and the district put a lien on one property that was for sale. Most residents responded to that letter. But there are still a handful of delinquent accounts that have not responded. Board directed staff to serve letters to these customers again, and if no response within 60 days, proceed with the lien.

**8. FACILITIES UPDATE**

Todd Whitaker reported that plant is running well. The plant is a facultative lagoon, the wastewater it receives has been mostly processed through a septic tank except for the "Bunnsville" area. There are two items on the improvement list that the District will hopefully be able to address this year: Effluent Irrigation Pump service or replacement, and working on elevating the pond dikes.

The Tribe has removed some of their properties from the district system to the Tribe treatment plant, and as they continue to do that it decreases revenue for the District but also frees capacity. Todd speculated that eventually the Tribe would remove the Tribal Complex from the district system, and along with that, pump station #2, which is actually beneficial for the District because the pump station is in critical need of upgrades.

The West Valley Hospital recently donated a generator to the County. Todd is working to have the County donate the generator to the District, for use as a back-up, which is needed in case of a power failure.

**ADJOURNMENT**

Trustee Pope adjourned the meeting at 9:44 a.m.

Minutes: Heather Alvarez

Approved: June 11, 2014