

GRAND RONDE SANITARY DISTRICT
BOARD OF TRUSTEES

March 18, 2015, 9:15 a.m.

1. CALL TO ORDER AND NOTE OF ATTENDANCE

Trustee Ainsworth declared the meeting of the Grand Ronde Sanitary District Board of Trustees to be in session at 9:14 a.m. Trustee Pope and Trustee Wheeler were present.

Staff present: Greg Hansen, Interim Manager
 Morgan Smith, 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 21, 2015 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 POPE SECONDED, TO APPROVE THE AGENDA.

MOTION PASSED UNANIMOUSLY.

5. APPROVAL OF THE MINUTES OF DECEMBER 17, 2014

MOTION: TRUSTEE POPE MOVED, TRUSTEE WHEELER SECONDED, TO APPROVE THE MINUTES OF DECEMBER 17, 2014.

MOTION PASSED UNANIMOUSLY.

6. STATUS OF THE DISTRICT

Greg Hansen reported that Polk County Treasurer Linda Fox recently completed a review of the Districts accounting records from July 1, 2013 – December 4, 2014. All accounting records were found to be in order and ending cash was correct.

Greg contacted the tribe regarding three tribal member accounts that are past due, to see if the tribe would be willing to pay some of those balances. The tribe responded that they would not, and gave the District the go ahead to file liens on these properties. One of those customers is Ed Larsen, who submitted a letter for the District to waive half of his past due balance. Mr. Larsen called last August claiming that his septic system had not been working for a year. The District Operator responded and found one of Mr. Larsen's fuses in his breaker box to be in need of replacement. This was corrected and the system is now working. The Board discussed the request and refused to waive any past due balance since Mr. Larsen waited a year to contact the district about his system issues and since the issue was an electrical issue under his responsibility.

Year to date, the District finances show a net loss of approximately \$22,000. Greg Hansen explained that in the next 2-years, he anticipates that number to be up to a negative \$100,000 with the facilities improvements and maintenance upgrades that the District is in need of doing. Todd presented a list of upgrades that he is looking into doing over the next two years. One

improvement that is already in process is the installation of the generator. The generator was donated to the County by the West Valley Hospital, and will be installed at the District once the area is prepped and additions needed to the generator are completed. This project is anticipated to cost \$25,000-\$30,000.

Todd also explained that the District is in the process of installing and setting up the System Control and Data Analysis (SCADA) telemetry system that would allow access to pump, flow, chemical levels, etc. remotely, and a software package that will notify the operator by telephone in the event of an after-hours power outage. The video monitoring system has been purchased and installed, and part of that cost will be reimbursed by the Special Districts Association of Oregon.

Todd explained that with the upgrades, he is concerned that the Department of Environmental Quality may eventually require a Wastewater Facilities Plan, which the District does not currently have. These plans can cost upwards of \$100,000 to prepare, which the District could not afford. Todd would like to explore grants through the DEQ for a facilities plan, and Trustee Pope encouraged him to look into it and feels strongly that the District should pursue creating a plan. Greg suggested that if DEQ ends up requiring a plan, then staff and trustees may need to sit down with DEQ to layout the forecasted future of the District, and the feasibility of having such a plan.

Hearing no further business, Trustee Ainsworth adjourned the meeting at 9:40 a.m.

Minutes: Heather Merrill

Approved: June 17, 2015