

NETARTS-OCEANSIDE SANITARY DISTRICT
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October 19, 2023

REGULAR BOARD OF DIRECTOR'S MEETING

Minutes of the October 19, 2023, regular monthly meeting of the Netarts-Oceanside Sanitary District Board of Directors.

1. The regular monthly meeting of the Netarts-Oceanside Sanitary District (NOSD) Board of Directors was called to order at 5:30 P.M. by John Prather, Board Chairperson. The meeting was held in the NOSD Board Room.

BOARD MEMBERS PRESENT:

John Prather, Board Chairperson
Jim Carlson, Member-At-Large
Jerry Keene, Treasurer
Jeff McBrayer, Member-At-Large
Simeon Dreyfuss, Secretary

EMPLOYEES PRESENT:

Daniel Mello, District Superintendent
Erin Mello, Ass't Office Manager
Brian Mello, Lead Operator
Shawn Parker, Operator

2. Approval of Agenda. **It was a consensus of the Board to approve the Agenda as presented.**
3. **GUESTS: NONE**
4. **PUBLIC COMMENTS: NONE**
5. **BOARD QUESTIONS; COMMENTS; DISCUSSION: McBrayer asks about PUD putting a Transformer on NOSD property. After a brief discussion Mello stated that PUD is not putting a transformer on NOSD property, they are putting a substation on the property just past NOSD's fence.**
6. The Board reviewed the previously distributed **Minutes** of:
September 21, 2023, Regular Board of Directors' Meeting.
McBrayer Moved to approve the September 21, 2023, Regular Board of Directors' meeting Minutes as amended. Carlson seconded. Motion passed by a vote of 5 to 0.
7. The Board reviewed the **Financial Statements** for:
September 21, 2023, for all Funds. Dan Mello and Erin Mello answered all questions to

the Board's satisfaction. **Dreyfuss Moved to approve the September 21, 2023 Financial Statements as presented. Prather seconded. Motion passed by a vote of 5 to 0.**

8. September 2023 **Board Audit** for review:

September 2023

General Fund in the amount of:	\$104,749.07
System Development Fund in the amount of:	\$4,628.00
Capital Resource Fund in the amount of:	<u>\$342.00</u>
Total	\$109,719.07

Dan Mello and Erin Mello answered all questions concerning the Board Audit to the Board's satisfaction.

9. **DISTRICT REPORT:** (A copy of Mello's Operation and Maintenance Summaries is attached. The following additional information was presented and discussed.

September 2023 Discharge Report had no violations.

The average discharge to the Outfall of TSS was 3.0 mg/L and 4.0 mg/L of BOD for the month of September 2023. Our permit allows 30mg/L monthly average for each. The Treatment Plant's removal efficiency is 99% TSS and 98% BOD; the permit is a minimum of 85% removal.

Collection System:

Mello stated that there is no scheduled collection work for October 2023.

Mello also stated that he has been contacted by Ken Zwald to schedule some training for his new Vac-Truck. Ken would like to schedule three to four hours to clean sewer lines and vac out manholes at no charge to the district. Mello asked if he would schedule eight hours so we can train some new operators on our sewer inspection camera system and we will share the cost. Mello stated that he has yet to be contacted by Ken Zwald to schedule a date for this to be done.

Pump Stations:

Mello stated that Capes #1 pump station has a leak in the discharge piping for pump #2. This is the piping that was installed in 1993 when the pump station was first constructed. Mello stated that Emery and Sons has contacted him, and scheduled work is estimated to start on October 18th.

Ocean Highlands pump station generator engine failed on August 21st. Tillamook Diesel has checked the engine and found nothing wrong with it. They removed the oil pan and found nothing wrong within. Reassembled and tested the engine to check that all the mechanicals were operating correctly. We have reinstalled the engine on the generator and are in the process of connecting the components to enable the engine to run. If everything checks out, we will call Cummins to come check the Alternator portion for operation and repair.

Cummins has recommended replacing the generator with a new replacement unit since the current engine is discontinued. The cost to replace the generator is \$27,548.81. The new Cummins

generator was ordered on September 22, 2023 with a new Factory Lead time estimate to 42-44 weeks.

All other pump stations are operating without major issues.

Treatment Plant:

Mello states that the UV disinfection display screen has been replaced and is operational.

Mello also stated that the Treatment Plant is operating well within its permit limits.

Capital Improvement Projects:

Mello stated that the contractor for the Oceanside and Netarts PS's, MTS Project, will begin work closer to the time when the new generator arrives. This will eliminate the need for the contractor to mobilize twice for this project.

Mello also stated that he has contacted a realtor to inquire about the two lots identified in the Westech Engineering survey for a new pump station placement. Mello has been given the legal property owners name as well as having the real market value of both properties. Mello states that the properties will have to be appraised.

New Equipment Purchase/Repair Request:

Mello stated that Ocean Air has installed the new air inlet louver system for the HVAC unit and the inside electronic controllers are outdated, and that portion will require replacement.

Office Equipment Purchases and Updates:

None

Personnel:

None

Operations Summary:

The District's Treatment Plant has been in operation for ten plus years and is now requiring continual attention. We have replaced the treatment plants Air Valves and replaced or rebuilt the blowers in 2022 and 2023. Several pump stations have been in service since 2005 since their last major update. The Netarts pump station had its control panel updated June 2021 and the generator transfer switch was replaced in January 2023. We are in the process of adding an additional manual transfer switches to the Netarts and Oceanside pumps station for additional power redundancy. The Happy Camp and Ocean Highland pump stations are the last of the functioning Multitrode Control Panels that are now obsolete.

The district should budget approximately \$60k each to upgrade these control panels over the next three to five years. This cost can be addressed by scheduling to change one in a single budget year and the other the following year opposed to both in one year.

The Ocean Highlands PS has had a failure of the onsite generator. The generator engine is obsolete as well as parts of the generator itself. On September 22, 2023, an order for a replacement generator was placed at a cost of \$27, 548.81. The district has completed its permit required sludge depth survey. The district should start increasing its budget biosolids line item to approximately \$200k over the next 5 years to meet the costs of disposal.

Although the system overall is performing well, annual costs are increasing for repairs and maintenance. Some of the original equipment is now obsolete or the cost to repair exceeds replacement costs. This is also made more difficult with the increasing availability and long lead times to receive parts. We are facing on average 5-7 weeks and as much as 14-17 weeks for parts and repairs services.

The Districts NPDES permit requires annual maintenance to reduce the inflow and infiltration (I&I) into its collection system. We have spent annually on average \$40K for I & I reduction, but anticipate increasing that to approximately \$60k and adding an additional operator to keep up with the repairs.

With the increased maintenance of the WWTP and pump stations, more operator time is needed to inspect the collection system on a regular time schedule. The video inspection is needed to locate the I & I, root intrusion and potential overflow issues, so we can schedule repairs. Operator positions are becoming increasingly difficult to fill, due to the larger demand for operators throughout the state. We have filled one open operator position, added, and filled an additional operator/trainee position in August and September 2022.

10. **OLD BUSINESS: Response letter dated October 4, 2023 to the Terrasea HOA.**

11. **NEW BUSINESS: Prather brought up a question regarding the Low Income Assistance Program. After discussing the options, the Board has decided to leave the fund as is.**

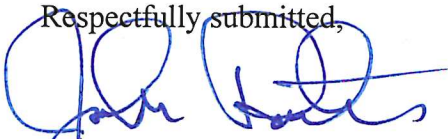
12. **CORRESPONDENCE: NONE**

13. **EXCUTIVE SESSION: NONE HELD**

14. **There being no further business, Prather adjourned the meeting at 6:12 P.M.** The next meeting will be the Regular Board Meeting on November 16, 2023.

For full details of this Board Meeting, please visit our website at www.n-o-s-d.com

Respectfully submitted,



John Prather, Board Chairperson

JP/EM

October 2023 Regular Board Meeting.doc