

NETARTS-OCEANSIDE SANITARY DISTRICT
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AUGUST 19, 2021

REGULAR BOARD OF DIRECTOR'S MEETING

Minutes of the August 19, 2021 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 5:32 P.M. by John Prather, Chairperson. The meeting was held in the NOSD Board Room.

BOARD MEMBERS PRESENT:

Jim Carlson, Member-At-Large via video
Jerry Keene, Member-At-Large
Craig Wakefield, Treasurer
John Prather, Chairperson

EMPLOYEES PRESENT:

Daniel Mello, District Superintendent	Robert Buckingham, Office Specialist
Yvonne Blaser, Office Manager	Shawn Parker, Operator
Andrew Hunt, Lead Operator	
Brian Mello, Ass't Lead Operator	

2. Approval of Agenda. **It was a consensus of the Board to approve the Agenda as amended.**
3. **GUEST:** None
4. **PUBLIC COMMENTS:** None
5. **BOARD QUESTIONS; COMMENTS; DISCUSSION:**
6. The Board reviewed the previously distributed **Minutes** of:
 - A. The July 15, 2021 Regular Board Meeting.
Keene Moved to approve the July 15, 2021 Regular Board meeting Minutes as amended. Wakefield seconded. Motion passed by a vote of 4 to 0.
7. The Board reviewed the **Financial Statements** for July 31, 2021 for all Funds. Mello and Blaser answered all the questions to the Board's satisfaction. **Wakefield Moved to approve the July 31, 2021 Financial Statement as presented. Keene seconded. Motion passed by a vote of 4 to 0.**

8. July 2021 **Board Audit** for review:

July 2021

General Fund in the amount of:	\$ 92,302.88
Capital Resources in the amount of:	\$ 232.95
Debt Service Fund in the amount of:	<u>\$124,926.00</u>
	\$217,461.83

Mello and Blaser 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.

- July 2021 Discharge Report had no violations.
- The average discharge to the Outfall of TSS was 6mg/L and 9mg/L of BOD for the month of July 2021. Our permit allows 30mg/L monthly average for each. The Treatment Plant's removal efficiency is 98% TSS and 98% BOD; the permit is a minimum of 85% removal.

Collection System:

Mello reported that we have wet well cleaning scheduled for August 23rd, 24th, and 25th. Mello also stated that we should have the lateral launch camera head installed this month and will be taking it out in the field for testing and training in September.

Pump Stations:

Mello stated that the Netarts pump station pump became clogged and it damaged the seals and lost coolant. Mello reported that the pump was sent in for repair and the estimated cost is \$13,455.93.

Mello reported that Ocean Highlands pump station has had 2 pump failures. The estimated cost to repair those 2 pumps are \$11,036.40. Mello also stated that we purchased a new pump because we were down to only 1 operational pump at Ocean Highlands pump station. The cost was \$9,995.00. This new style pump can be used at more than one pump station.

Mello stated that Oceanside pump station has an issue with the electrical panel that controls the pumps and this will require some re-wiring by an electrician.

Mello also stated that he ordered new bellows style pumps for the Bioxide system at the Netarts pump station. The cost is \$2,472.40. This will get the odor control system operational again.

All other pump stations are operating without issues.

Treatment Plant:

Mello reported that the Treatment Plant is operating within its permit limits.

Capital Improvement Projects:

Mello reported that he met with Chris Brugato from Westech Engineering, Inc. to discuss the potential issue with the main power feeding the Oceanside pump station. Westech will put together a proposal and scope of work for the design and addition of new portable generator(s) in case of a main power failure. Included in this design, will be for the addition of manual disconnect switches at multiple pump stations. This will be added redundancy in case of generator failures at our smaller pump stations. Westech is projecting to have a proposal to the Board by the September Board meeting.

New Equipment Purchase/Repair Request:

Mello reported that The Automation Group (TAG) is working on acquiring the equipment for the changeover from radio to internet telemetry. The estimate is mid-October for installation.

Office Equipment Purchases and Updates:

None

Personnel & Policy Manual:

None

Personnel:

Weeks Vocational Inc. and Mello have completed the training plan and are awaiting final approval from the insurer. The estimated start date for the new trainee will be September 1, 2021.

10. **OLD BUSINESS:** Prather had a discussion regarding the debris from the PUD tree removal in Oceanside that did not get cleaned up and could potentially become a fire hazard. Keene will contact Public Relations regarding this matter.
11. **NEW BUSINESS:** At this time Keene reported that he intends to pursue incorporating the Community of Oceanside into a city. Keene also stated that Special Districts would not be effected unless both Netarts and Oceanside were incorporated.
12. **CORRESPONDENCE:** Letter from the Netarts-Oceanside Rural Fire Protection District, Re: acquired property at 1275 5th St. Loop in Netarts and relief on the amount that is owed against the property. Prather will “draft” a letter regarding relief and present it at the September 2021 Board meeting.
13. **PUBLIC/BOARD COMMENTS:** At this time Prather mentioned that Rob Hopper and other members of the community want to come and have a walk through of the NORFPD command center and shop space for the storage of emergency supplies, etc. in case of a disaster. The walk through will take place on August 25, 2021 at 1:00 P.M.
14. **EXECUTIVE SESSION, PER ORS 192.660(2)(a), WAS HELD.** At this time Prather convened the Regular Board meeting at 6:50 P.M. and went into an Executive Session per ORS 192.660(2)(a). The Executive Session was adjourned at 7:26 P.M. and Prather resumed back into the Regular meeting.

15. **There being no further business, Prather adjourned the meeting at 7:28 P.M.** The next Regularly scheduled Board meeting will be August 19, 2021.

Respectfully submitted,

John Prather, Chairperson
JP/yb
August 2021 Board Meeting.doc