

NETARTS-OCEANSIDE SANITARY DISTRICT
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REGULAR BOARD OF DIRECTOR'S MEETING

Minutes of the March 16, 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, Member-At-Large
Simeon Dreyfuss, Member-At-Large

EMPLOYEES PRESENT:

Daniel Mello, District Superintendent
Erin Mello, Ass't Office Manager
Brian Mello, Lead Operator
Tyler Hotchkiss, Ass't Lead Operator
Nick Reneau, Operator/Trainee
Leancon Loving, Operator
Jacey Pyatt, Office Specialist

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:** Dreyfuss starts by asking about new Board computers. Mello then states that he is still waiting on the quote from Centerlogic. The approval will be made in the District report discussion. Dreyfuss then stated that he has read The Emergency Preparedness Plan and at the end it also talks about how in an event of a tsunami we would be rendered inoperable. Dreyfuss asked if it was possible to do any further tsunami disaster planning. After a lengthy discussion, Mello states that there is no way to plan for that extreme. For full details of the discussion go to www.n-o-s-d.com.
6. The Board reviewed the previously distributed **Minutes** of:
February 16, 2023, Regular Board Meeting.
Prather Moved to approve the February 16, 2023, Regular Board meeting Minutes as amended. Dreyfuss seconded. Motion passed by a vote of 4 to 0.

7. The Board reviewed the **Financial Statements** for: February 28, 2023, for all Funds. Dan Mello and Erin Mello answered all questions to the Board’s satisfaction. **Dreyfuss Moved to approve the February 28, 2023 Financial Statements as presented. Keene seconded. Motion passed by a vote of 4 to 0.**

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

February 2023

General Fund in the amount of:	\$ 94,237.00
SDC Fund in the amount of:	\$ 2,552.50
Capital Resource Fund in the amount of:	<u>\$102,088.56</u>
Total	\$198,878.06

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.

February 2023 Discharge Report had no violations.

The average discharge to the Outfall of TSS was 2.5mg/L and 4.6mg/L of BOD for the month of February 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:

No scheduled collection work for March 2023. However, Mello stated that he has confirmation from Zwald’s that they are able to remove the grease from the Netarts pump station.

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 he will need to contact engineering for options to make this repair since its in the wet well tank. If there is significant corrosion in the steel piping, then the pump station will require a complete replacement of the pipes.

Mello also stated that the Oceanside and Capes #2 pump stations control panels built in UPS (battery backup) units have failed and will require replacement. The estimated cost per unit is approximately \$2,500.00.

All other pump stations are operating without issues.

Treatment Plant:

Mello stated that basin #1 has a failure of the automatic air valve. This air valve is a critical part to the operation of that basin and its ability to treat the sewer. This basin will be out of service until repaired. We are waiting for the cost estimate from Auma Actuator Control Services as of March 13, 2023.

Mello also stated that the Wedeco UV disinfections system has an issue with the electrical surge protection. When the treatment plant loses utility power and requires the use of the generator power, it causes failures with lamps and ballast cards. We have a technician scheduled to arrive sometime in April to troubleshoot the control panel. Until then, we will not have the generator switch to full test mode on Mondays to not cause damage to the UV lamps and ballast cards.

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

Capital Improvement Projects:

Mello stated that he has contacted Westech regarding the portable emergency generator and manual transfer switch improvements for the Oceanside pump station project. Mello has asked Westech Engineering to submit a cost estimate for adding an additional manual transfer switch and specifications for a property sized generator to use at the Netarts pump station. This is for a contract increase change of \$7,500.00. Attached is the estimate. **Keene Moved to approve the contract increase change of \$7,500.00. Dreyfuss seconded. Motion passed by a vote of 4 to 0.**

New Equipment Purchase/Repair Request:

Mello stated that the District is required to have the Ocean Outfall inspected every two years. attached is the quote from Advanced American Construction for this years inspection in the amount of \$13,632.00. **Carlson Moved to approve the quote from Advanced American Construction for this years inspection of the Ocean Outfall in the amount of \$13,632.00. Prather seconded. Motion passed by a vote of 4 to 0.**

Mello stated that as mentioned above, we need to order spare parts for the Wedeco UV disinfection system at a cost of \$17,377.00. Attached is the quote. Mello also stated that attached is a proposed preventative maintenance agreement with Wedeco UV for an annual cost of \$7,544.00. This agreement comes with a 12% discount on the purchase of parts. This would lower the estimate above by 12% if approved and any additional parts purchased going forward. **Carlson Moved to approve ordering spare parts for the Wedeco UV disinfection system in the amount of \$17,377.00 and the preventative maintenance agreement with Wedeco UV for an annual cost of \$7,544.00. Keene seconded. Motion passed by a vote of 4 to 0.**

Mello reported that the District needs to replace the dialer system for the SCADA/Telemetry System. The dialer is failing to call the operators in order of rotation, and we have maxed out on the systems ability to call for additional employee's and emergencies that have been added to the SCADA over the years. Attached is the estimate in the amount of \$12,005.00. **Dreyfuss Moved to approve the replacement of the dialer system for the SCADA/Telemetry system in the amount of \$12,005.00. Carlson seconded. Motion passed by a vote of 4 to 0.**

Office Equipment Purchases and Updates:

Mello stated that he is still waiting for the quote from Centerlogic for the Board members laptops. Mello also stated that it should not exceed \$9,000.00. **Keene Moved to approve up to \$9,000 for new Board member computers. Dreyfuss seconded. Motion passed by a vote of 4 to 0.**

Personnel:

None

Operations Summary:

The Districts Treatment Plant has been in operation for nine plus years and is now requiring continual attention. Several pump stations have been in service since 2005 and since their last major updating. The Netarts pump station had its control panel updated in June 2021. Happy Camp and Ocean Highlands pump stations are the last of the functioning, but now have obsolete Multitrode Control panels. 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 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, the 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 unavailability and long wait times to receive parts. We are facing on average of 5 to 7 weeks and as much as 14-17 weeks for parts and repair 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 will need to increase that to approximately \$60K and add 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 and added an additional operator/trainee position this past August.

10. **OLD BUSINESS:** A. Special Election May 16, 2023

B. Budget Committee: Prather stated that the Budget Committee community members will be Kent Brown, Mike Randall, and Annette Pampush.

11. **NEW BUSINESS:** None

12. **CORRESPONDENCE:** None

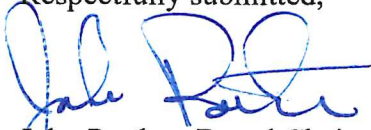
13. **EXCUTIVE SESSION:** The District will call an executive session, under ORS 192.660(2)(F) To consider information or records that are exempt by law from public inspection under ORS 192.509 and ORS 40.225 and (2)(H) to consult with counsel concerning legal rights and Duties of a public body with regard to current litigation or litigation likely to be filed.

At this time Prather called an Executive Session and left the Regular Meeting at 6:34 P.M. The Executive Session ended at 6:51 P.M. and Prather went back into the Regular Board meeting at 6:51 P.M.

14. **There being no further business, Prather adjourned the meeting at 6:51 P.M.** The next meeting will be the Regular Board Meeting on April 20, 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

March 2023 Regular Board Meeting.doc