

**North Santiam Sewer Authority**  
**North Santiam Joint Sewer Project Meeting #48**  
**December 3, 2020 at 6pm**  
**Held by Zoom Conference Call (Due to COVID-19)**

<https://us02web.zoom.us/j/83199000901?pwd=VWJlU0pESXd0bFNVYy9DMlFwZkJZz09>

or

By phone @ 1-669-900-6833

Meeting ID: 83199000901#

Password: 751133#

**A. Roll Call, Declarations of Conflict of Interests, Announcements**

Ken Woodward, Chair; Tim Kirsch, Co-Chair; Shelley Engle, Communications/Web; Dale Weise, Board member; Joel Parks, Treasure; Janet Zeyen-Hall, Secretary; Jeff Smith, Board Member; Danielle Gonzalez, Marion County; McCray Carmichael, Mid-Willamette Valley Council of Governments; Jeff Crowthers, Oregon Association of Water Utilities; Heath Cokeley, Oregon Association of Water Utilities;

Update – CPI and Ziplly – Building out in Idanha will be complete next week. Detroit will be accepting customers starting the first of January. Future plans to build out Mill City and Gates. CPI is still wanting to go underground however they are putting on the ground and they and Ziplly will do the trenching jointly. They are also looking at Elk Horn. CPI stated that there will be outages as they hook someone into the lines. They asked for your patience.

**B. Public Comment and Questions (please limit Public Comment to 3 minutes each) –**

No

**C. Action: Approval of Meeting Summary Notes from October 1, 2020 –**

Motion to approve – Tim Kirsch a motion to approve the October 1, 2020 Summary notes

Second – Jeff Smith.

Roll Call Vote – Yeas – 5; Nays – 0; Absent – 1; Abstain – 0. Motion Passes

**D. Action: Approval of Meeting Summary Notes from November 5, 2020**

**Motion to approve** – Tim Kirsch a motion to approve the November 5, 2020 Summary notes

Second – Jeff Smith.

Roll Call Vote – Yeas – 5; Nays – 0; Absent – 1; Abstain – 0. Motion Passes

### **Old Business**

#### **E. Action: Treasurer Report-review and pay bills (if any) –**

Speer Hoyt paid in at this time. There was a deposit made from a Trust Account for \$4000.00. Before this deposit there was only \$499.00. Joel will check with Stacy at Mill City to get additional information on this “trust account”.

Joel is now living in Stayton. He would like to continue to be on the board as the treasurer as long as the City of Gates allows him to do so.

#### **F. Discussion: Engineering and Design of Wastewater Master Plan Update**

**Danielle** – Turned it over **McCrae Carmichael**

Peter is not here tonight. He didn't have any major news to report. He will be at the next meeting. Site infiltration data will be presented in January.

All the RFI (request for information) was received. Peter didn't get actual gallons for Detroit and Idanha but Peter is okay with that.

Forecast Tech Review committee meeting will be the end of January. Should be receiving invitations next week. We are starting to get planning and a targeted discussion on infiltration and what to do next. This will be our road map for the next 5 months.

Peter wanting to have a town hall late January first of February. He doesn't want to do it if we do not have enough information to share. What does this really mean – what is the impact.

There was a suggestion that someone from OAWU should attend the upcoming Tech Committee Meeting on December 2. Peter and Dan agreed to have Jeff attend.

It was mentioned that DEQ has not been present at these meetings

NSSA is a regulatory board, we can make requirements for new building permits. We are in a great position to move forward but we are waiting for the data analysis from Peter.

McCrae – Planner for Detroit and Gates over the past two months has had people coming in to verify property boundaries since the fire.

#### **G. Discussion: Website updates and board email addresses.**

No budget at this time. Shelley updated the website and Peter will start also updating the website as we move forward.

#### **H. Discussion: Public Officials Info Session and Ethics Training –**

Training in January for new public officials open to all public officials. January 4 and 11, 2021 starting at 6pm.

### **New Business**

#### **I. Next meetings topics -**

Review board rules and mission statement  
Money and then budget  
Update from Peter  
Manager – Discussion What Quals. Options.  
Emails  
Training  
Trust account discussion. Joel

#### **J. Board rules / board duties. Have some things listed on Website – need a committee.**

Janet and Joel.  
Procedural rules.  
Board rules committees - Public comment period vs presentation.  
Mission statement at the beginning of board rules.  
Record retention requirements / Decorum policies.

#### **K. Adjourn**

Motion to adjourn Shelley Engle, second by Joel Parks, motion passes.

**Upcoming Dates: Sewer Meeting First Thursday of the month**

<b>Date</b>	<b>Event</b>	<b>Where</b>
<b>January 7, 2021 6-8 pm</b>	North Santiam Sewer Authority Meeting	Via Zoom
<b>February 4, 2021 6-8 pm</b>	North Santiam Sewer Authority Meeting	Via Zoom
<b>March 4, 2021 6-8 pm</b>	North Santiam Sewer Authority Meeting	In person or Via Zoom

By the numbers:

48 Sewer Meetings

16 Newspaper articles

2 Radio Interviews and a 7x rebroadcasted Public Town Hall

8 Statewide Public Presentations

11 City Council Meeting Presentations

4 Legislator Meetings

20 Agency Official Meetings

1 Website live since January 2018

1749 Hits to the website

1200+ Volunteer Hours

County allocated funds to date: \$528,894 (not including staffing)

Business Oregon funds to date: \$119,370