

**Summary Notes**  
**North Santiam Sewer Authority**  
**North Santiam Joint Sewer Project Meeting #46**  
**October 1, 2020 at 6pm**  
**Held by Zoom Conference Call (Due to COVID-19)**

Meeting Convened at 6:00 PM.

**A. Roll Call**

- Present:
  - Members: Shelley Engle, Tim Kirsch, Joel Park, Dale Weise, Ken Woodward, Janet Zeyen-Hall
  - Support Staff: Danielle Gonzalez
  - Guests: Mcrae Carmichael (MWVCOG), Heath Cokeley, (OAWU), Matt Koelbacher, Jeff Crowther (OAWU), John McCormick, Peter Olsen

**Declarations of Conflict of Interests-** None

**Announcements-** None

**B. Checking in since Santiam/Beachie Creek/Lionshead Fires-**

- FEMA, the state, and the cities are working jointly to provide debris removal at no cost to the property owner. There is a form that needs to be submitted.
- Erosion control needs to be put in place.
- Home owners need to flag off septic systems and drain fields before the debris removal starts.
- The debris removal involves all materials, not just hazardous, or non-hazardous, materials.

**C. Public Comment and Questions-**

- Addresses are being posted via plastic signs and magic markers.
- If traveling through damaged areas, wear masks (such as N95s) that filters the ash.
- Expressions of sympathy were expressed for those that lost their homes.
- In Mill City, 20 homes were lost; additionally there were many lost in close proximity to the city limits.
- In Gates 60% (130+) of the homes were lost.
- In Detroit 80% of the homes were lost.
- Some people that lost their homes are now putting their lots up for sale.
- Work is underway with the state to put temporary resource units up in the canyon.
- It was suggested that a temporary RV park be established.

**D. Action: Review and Approval of Meeting Notes #45 September 3, 2020**

One correction- Guest Elizabeth's last name is Ruck. Ken made a motion to approve the Meeting Notes #45. Shelley seconded. Motion passed with this correction being made.

The question was raised as to why there are highlighted items in the document. Answer- the transcriptionist was unsure of the spelling of the names. A second motion was made to go back in and

make all of the needed corrections. Shelley made the motion to accept the minutes as amended; Tim seconded. Motion passed.

### **Old Business**

#### **E. Action: Request to bring to next meeting Draft of Board Rule for Annual Election of Officers in June**

Danielle asked that this again be moved to the December meeting agenda.

#### **F. Action: Treasurer Report- accept and pay bills**

- There was an invoice of \$141.00 to pay for work done by SpeerHoyt LLC (Attorney) on June 16; there is now a total due of \$517.
- Joel does not have the current treasury balance.
- Janet said that her figures indicate a total due of \$2,689 for charges through August 11. These charges cover work on revising memos; IGA initiatives; client's emails, and working with the City of Gates.
- It is projected that there is approximately \$7-8,000 in the account prior to paying these invoices.
- Jim made a motion to pay the \$2,689 invoice; Shelley seconded. Motion passed.
- It was requested that a spreadsheet, with the budget figures, be presented at the next meeting.

#### **G. Possible Action: Communications Update**

- Some website changes have been recently made which include using less tabs and using more dropdowns.
- The rates for fees has been corrected.
- Will be adding meeting notes and agendas; will also add these to the calendar for easy access.

It was asked should the information about the fires be added to the website? Answer- Yes, add a note of compassion for what everyone is experiencing and also indicate that we are still moving forward on the sewer project.

#### **H. Discussion: Engineering and Design of Wastewater Master Plan Update and Timeline with Urgency of Fires**

This needs to be an "Action" item vs. a "Discussion" item.

Danielle said that they had a great meeting on the Friday before the fires (Sept. 4) because the "right people were in the room."

Mcrae indicated that they selected 10 sites for a desktop study- a system of measurements, and a first round of analysis to bring before the technical review committee. They've now narrowed it down to four possible sites for this body to determine if these are feasible sites.

Peter shared a "Ranking of Sites for Suitability to Infiltrate Class A Wastewater" power point presentation.

- The "per person/per day" number is .27 MGD. They will keep in mind population growth when thinking long term.
- Even though records were destroyed in the fire, HBA still has the records for engineering and design; they have the updated information.
- Next steps are to do the actual testing in late October.

- The question was raised as to whether the two sites (previously discussed with home owners) is still in the running as the owners received a “letter of intent.” Answer- currently looking at infiltration facilities, not necessarily where the treatment plant will be located. This played into the weighting and scoring of sites. Peter said it is way too early in the process to make that decision.
- Currently looking at sites for drain fields or infiltration ponds.
- One of the requirements with COG is to have the technical advisors approval to move forward on this.

Shelly made a motion for the NSA to give approval for moving forward on the four sites for infiltration testing; Tim seconded the motion. Motion passed.

**I. Discussion: On Hold until November the Scheduling of Public Boards and Ethics Training Discussion:**

Danielle said that she needs to push this out to December. It was suggested to coordinate this with Gates City Council. There will also be new officers in Detroit.

**J. Discussion: Rotation of Meeting Schedule adjusted due to Fires**

We are currently meeting via Zoom. Everyone agreed to continue this through the remainder of the year. Will bring this topic back for discussion at the first of the year.

A modular city hall is being donated to the city of [REDACTED]. This will be kept even after they build the new city hall.

**New Business**

**K. Action: Review and Approval of Recommended Site Selections for further review**

**L. Urgent Policy Development- Permitting of new structures and septic inspections (sewer laterals as a requirement of rebuilding?)**

Discussion:

Building codes will possibly be changing; some insurance policies cover the new costs. The county has been talking about relaxing the policies until a certain year. However, there may be requirements that home owners need to be compliant to the “three basin rule.” Will it be required that everyone put in up-to-code septic systems in the ground? Answer- there’s a possibility we won’t need septic tanks. The question is what is the current situation and what is reasonable to make the appropriate improvements? It is important to do whatever is necessary to get folks back onto their properties as soon as possible, at the same time not allowing any accommodations that don’t meet today’s standards.

This authority can make these decisions and make the rules; however, they can’t be less stringent than existing state rules.

RV’s systems (and use of “biosides”) aren’t compatible with regular septic tanks because it uses damaging products.

Danielle will bring policy information back to the next meeting.

For any urgent needs, in which decisions need to be made, another meeting can be established.

**M. Discussion: Building Resilient Infrastructure and Communities (BRIC) Pre-Application**

This is a pre-disaster mitigation grant in which the state is actually the applicant. A \$19.5 million pre-application request was submitted for Santiam water source protection. The value of the water coming out of the North Santiam River is \$170 million a year; so this would be protecting a large asset. The state will make a decision on whether or not to apply on this body's behalf. We need to let the legislative offices, and their representatives, know that this is "in the works."

**N. Next Meeting Topics**

- Sewer Lateral Policies (septic tank rules)
- New Permitting Rules
- Treasurer's Reporting Process
- Go Daddy (website host) was purchased by Ken for the next two years. John said he is willing to help set up the email system which is separate from Go Daddy.
- Danielle thinks that this body needs to be assigned a staff member in order that she can "start chasing things that are most important."
- Janet said that she is taking "raw notes", and that she can utilize the saved audio recordings to "sharpen them."
- Dale expressed concerns regarding people going onto their properties and working with hazardous materials. He is concerned they are not being adequately protected, or even understanding the severity of those actions.

**O. Adjourn- 7:47 PM**

Tim made a motion to adjourn the meeting; seconded by Shelley. Motion passed.

