**November 1, 2021 at 6pm**

**Held by Zoom Conference Call (Due to COVID-19)**

https://us02web.zoom.us/j/83199000901?pwd=VWJlU0pESXd0bFNVYy9DMlFWcEJJZz09

Meeting ID: 831 9900 0901

Passcode: 751133

By phone +1 253 215 8782 US (Tacoma)

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

Present at roll call – Ken Woodward, Chair, Detroit; Shelley Engle, Communications, Mill City; Janet Zeyen-Hall, Mill City, Secretary; Joel Parks, Treasurer, Gates; Danielle Gonzalez, Marion County; Mayor Tim Kirsch, Vice Chair, Mill City (In-Late) after roll call

Absent from roll call – Jeff Yohe, Idanha; Jeff Smith Idanha; John McCormick, Gates

1. **Announcements:** Let’s welcome Sarah Allaben from MWVCOG. She is an AmeriCorps member. She is going to provide support with the NSSA.

We also have Arthur from Business Oregon, Mary Camerata from the Department of Environmental Quality, Jim Trent Mayor of Detroit and Jodi Christensen from Regional Solutions Mid Valley.

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

No comments at this time.

1. **Action: Approval of Meeting Summary Notes from October 4 , 2021 and November 1, 2021**

Motion to approve by (Will be voted on at the January 3, 2022 as quorum from that meeting was not present)

**Roll Call Vote:**

**Aye -**

**Absent -**

1. **Action: Treasurer Financial Report-review and pay bills (if any)**

No change, no action.

***Old Business***

1. **Update: Next Steps in Master Plan Implementation**
2. **Economic Development Work Session**

Danielle had an economic development work session with the Commissioners; at this meeting they scheduled a meeting with the Linn County Commissioners for a Master Plan discussion. This meeting is scheduled for 12/7/21 and will be attended by Danielle, Commissioner Cameron and Scott McClure.

1. **Project A and B Updates**

To advance the North Santiam Sewer Project, the county is forming a team to manage all aspects of the project as the legislative funds are subject to a number of requirements which creates a $50 liability to the County if they are not completed on time and under proper protocols. The funds must be obligated no later than December 2024 and completed by December 2026. Otherwise, the money goes away. Marion County Director of Public Works, Brian Nicholas will lead the team, as well as Danielle and some staff from the County Boards Office. I have asked Ken to attend future meetings. All projects (Project a and B) for Gates and Mill City, as well the additional $10 million for Detroit/Idanha, will have to be obligated no later than 2024 and fully completed by December 2026. It will be a tight turnaround.

Project B Detroit and Gates moving ahead at same time simultaneously.

1. **Update**

Oregon Legislature $50m The state required a project information sheet for the contract agreement. The project information sheet was about 95%, complete as of a week and a half ago. Jan our County administrator is going to be submitting it to the state after she gets a chance to review it.

Statesman Journal did an article about the EPA sites for the PFAS. One of the potential sites they said was up in Idanha area. Will follow-up to see if it will cause a problem.

Danielle will have a conversation with USFS about utilizing the Town Sites Act for property acquisition as it was something that was utilized in the Deschutes National Forest for the City of Sisters, as they were moving from their septic systems to their sewer systems. We're hoping that we will be able to follow their lead on that. That was in the early 2000s.

1. **Survey Update**

The updated growth rates for the canyon communities has been published by Portland State University. The replacement rate is the speed at which people move back into the areas post-fire. This is concerning as the number do not seem accurate. The project is required to utilize the PSU data for the engineering as well as for our financial projections. To give an example, if the population growth rate is higher than what it actually is in real life, then it means that the NSSA will be making financial projections that there'll be more rate payers than there actually are. If it's lower than that, then we are underestimating how much it's going to cost to pay for it. These kinds of pieces are really, really important. And then from the engineering side, we want to make sure that we're planning for our horizon of 40 years. And if your percentages are off, even by 1% over those years, it has a dramatic effect on your long term population growth and financial projections.

We want to make sure that these are correct. The USDA originally said that they would be happy to work with us and would be willing to look at RCAC to help do surveys.

***New Business***

1. **Sarah Allaben and support of NSSA**

The ORS 190 organization that we are structured under doesn't have the same legal requirements that a traditional special district would have. So things like the ORS 190 can actually do their own contracting; they don't have to go through the typical state procurement rules, unless they're using state or federal dollars. So that is in state law already. The other thing is that we don't have to send in an audit report every year because the audit reports are actually from different entities. The sewer authority, as an ORS 190 organization is not required to submit annual reports to the Oregon Department of State. These are the kinds of things I just want to start collecting to make sure that we're following all of the state requirements. But the COG is also an ORS 190. And they have a board. They do things differently than what is required. They do things over and above what is required. Sarah could get to the basics of what is actually required and what might be considered best practice versus what is just required. The NSSA will need to make that decision whether or not they move forward with all of the best practices or just the requirements.

Sarah could help with things like the brochures and presentations and putting together things like letter heads and all those things that make us look like a professional organization.

1. **OAWU Conference in Sunriver, OR**- Friday, March 4, 2022 NS Sewer Project: Where are we now? This will be the third time we have spoken at this conference, Ken and Tim joined Danielle the first time. The second time, it was only a little bit about the sewer project. But it's mostly about telling a story about your pipes. They would like an update of the sewer project moving forward.
2. **Next meetings topics:**

Tim requested-Proposed Mill City Housing Developments and sewer expansions prior to main project, needs a meeting to figure out who is doing what- Danielle will set up a meeting and invite Brian Nicholas.

1. **Adjourn**

Motion to adjourn the meeting at 7:20pm by Shelley, Tim seconded the motion.

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

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| **Date** | **Event** | **Where** |
| **January 3, 2021****6:00 pm** | North Santiam Sewer Authority Meeting | In person or Via Zoom |
| **February 1, 2021****6:00 pm** | North Santiam Sewer Authority Meeting | In person or Via Zoom |
| **March 7, 2021****6:00 pm** | North Santiam Sewer Authority Meeting | In person or Via Zoom |
| **April 4, 2021****6:00 pm** | North Santiam Sewer Authority Meeting | In person or Via Zoom |
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