



## North Santiam Sewer Authority

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P.O. Box 256  
444 S 1st Ave  
Mill City, OR 97360

### NSSA Monthly Board Meeting Agenda #80 August 7, 2023, at 10:00 AM to 7 PM

<https://zoom.us/j/934>

[14748822?pwd=MjJkM3VyY21YS1BDK2doVEplZ225uUT09](https://zoom.us/j/93414748822?pwd=MjJkM3VyY21YS1BDK2doVEplZ225uUT09)

Meeting ID: 934 1474 8822

Passcode: 454959

- A. Roll Call and Declarations of Conflicts of Interest
- B. Announcements
- C. Public Comment and Questions (please limit Public Comments to 3 minutes each)

#### Action Agenda

- A. 10:00 am -11:00 am      Coffee and Site Visit, Coburg City Hall
- B. 11:00 am - 12:30 pm      Tour of Coburg Treatment Plant and Systems Tour
- C. 12:30 pm -1:00 pm      Lunch @City Hall
- D. 1:00 pm - 2:00 pm      Break - Travel to Stayton
- E. 2:00 pm - 3:00 pm      Site Visit - Tour of Stayton Treatment Facility
- F. 3:00 pm – 5:00 pm      Break
- G. 5:00 pm      Work Session
- H. 6:00 pm      Regular Board Meeting @ Mill City, City Hall
- I. July meeting Summaries (Motion to Approve Needed)
- J. July Treasurer's Report (Motion to Approve Needed)
- K. Marion County Public Work Update
- L. Adjoin

**Upcoming Events:**

Date	Event	Location
August 24	Work Session	Mill City, City Hall



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**NSSA Board Regular Meeting  
Summary Notes**

**# 79 July 17th at 6:00 PM**

<https://zoom.us/j/93414748822?pwd=MjJkM3VyY21YS1BDK2doVEplZ25uUT09>

Meeting ID: 934 1474 8822

Passcode: 454959

- A. Roll Call and Declarations of Conflicts of Interest  
**Present:** Tim Kirsch Mill City; Ken Woodward Detroit; Denny Nielsen Detroit;  
Brian Gander Gates; Ron Evans Gates.  
**Absent:** Tony Morones Idanha; Janet Zeyen-Hall, Mill City
- B. Announcements  
None
- C. **Public Comment** (please limit Public Comments to 3 minutes each)  
Chair Tim Kirsch opened the floor for public comments at 6:07 p.m. Chair Tim Kirsch closed the public comments at 6:07 p.m.
- D. **Chair's Remarks**  
Waiting for test results from the test wells
- E. Action Agenda  
a. June 5<sup>th</sup> and June 26<sup>th</sup> Meeting Summaries (Motion to Approve Needed)  
Mayor Brian Gander's motion is to accept the June 5<sup>th</sup> and June 26<sup>th</sup> summaries notes. Ken Woodward seconded the motion.  
**Approve:** Tim Kirsch Mill City; Ken Woodward Detroit; Denny Nielsen Detroit;  
Brian Gander Gates; Ron Evans Gates  
**Reject: None**  
**Abstain: None**  
**Motion Passed**

b. Treasurer's Report (Ron Evans)

May and June Treasurer's Report (Motion to Approve Needed)

Ron Evans presented Treasurer's Report and suggested a box in Mill City for accessing checks and invoices. Marion County's Lari Rupp requested auditing and tracking of invoices.

Ken Woodward Detroit motioned to accept the report, and Denny Nielsen Detroit seconded the motion.

**Approve:** Tim Kirsch Mill City; Ken Woodward Detroit; Denny Nielsen Detroit; Brian Gander Gates; Ron Evans Gates

**Reject: None Abstain: None Motion Passed**

F. Staff Report – August 7<sup>th</sup> Tour Schedule

Laura Conroy presented the August 7th tour schedule.

10:00-11:00 am	Conversation with former Mayor of Coburg and city staff
11:00 am-12:00 pm	Tour of Coburg Facility
12:00 pm-12:30 pm	Lunch
1:00-2:00 pm	Drive to Stayton
2:00-3:00 pm	Tour of Stayton
3:00-5:00 pm	Break
5:00 pm	Dinner at Mill City Hall
6:00 pm	NSSA regular meeting

Board members and guests are to provide their own transportation or arrange their own carpool.

The Board discussed the population at Coburg, which is around 1300. Tim Kirsch and Brian Gander suggested a tour of the Stayton facility. The Board agreed to meet in person at the Mills City Hall or Gates Fire Hall for their August regular meeting and future work sessions. Staff suggested a work session on August 21st to discuss the Coburg experience and grant information. The Board agreed an in-person work session was ideal. Board members Gander and Evans are not available on the 21<sup>st</sup>. Staff will work to find an alternate time during the week of the 21<sup>st</sup> for the board's work session. Board member Woodward asked for a grant update. Laura Conroy will follow up on the Ford grant and report back to the Board.

G. Marion County Update

Chris Einmo discussed the Mill City and Gates facility, Upper Basin, and the issue of Detroit's lack of a sewer system. The county plans to install a sewer system when grants are available. The upper Basin is being updated, and McCord Creek Rd is closed. Marion County will serve the entire upper Basin area, but access to the property is limited due to heavy equipment. A commercial consultant contractor is working on the project.

H. Additional Comments

Chair Kirsch informed the board that Mill City had received a warning letter for its sewer system from DEQ and stated it was important this project continue to move forward.

I. Adjourn

6:58

**Upcoming Events:**

Date	Event	Location
August 7, 2023	Tour	In-person
August 7, 2023	Board Meeting	TBD
August 21, 2023	Work Session	TBD



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## NSSA TREASURY

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# NSSA TREASURY STATUS

AS OF

31 JULY 2023

PREPARED BY:

Ronald V. Evans

NSSA Treasurer

CityofGateswater@gmail.com

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# NSSA TREASURY

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# NSSA TREASURY

## NSSA FINANCIAL ACTIVITY

### July 2023 BANK STATEMENT



NORTH SANTIAM SEWER AUTHORITY  
 GENERAL OPERATIONS  
 444 S 1ST AVE  
 MILL CITY OR 97360-2325

#### Business Statement

Account Number

Statement Period:  
 Jul3,2023  
 through  
 Jul31,2023  
 Page 2 of 2



#### U.S. BANK SILVER - BUSINESS CHECKING

U.S. Bank National Association  
 Account Summary

Account Num

	# Items			Number of Days in Statement Period	31
Beginning Balance on Jul 3		\$	146,926.39		
Other Withdrawals			16.95-		
<b>Ending Balance on Jul 31, 2023</b>			<b>\$ 146,909.44</b>		

#### Other Withdrawals

Date	Description of Transaction	Ref Number	Amount
Jul 17	Analysis Service Charge	1700000000	\$ 16.95-
<b>Total Other Withdrawals</b>			<b>\$ 16.95-</b>

#### Balance Summary

Date	Ending Balance
Jul 17	146,909.44

Balances only appear for days reflecting change.

#### ANALYSIS SERVICE CHARGE DETAIL

Account Analysis Activity for: June 2023

Account Number:	\$	16.95
Analysis Service Charge assessed to	\$	16.95

Financial institutions are required by the State of Iowa to charge sales taxes on certain service charges related to checking accounts. Any assessed tax has been itemized on your statement.

#### Service Activity Detail for Account Number

Service	Volume	Avg Unit Price	Total Charge
<b>SinglePoint</b>			
SPE Pday Det & Sum Mo Maint		16.95000	16.95
SPE Previous Day per Item Det			Charge
SPE Stop Payment			No Charge
SP Image Access Mo Maint			Charge
SPE Ext Messaging Mo Maint			No Charge
Subtotal: SinglePoint			16.95
<b>Image Services</b>			
SPE Image Retrieved			No Charge
Subtotal: Image Services			0.00
Fee Based Service Charges for Account Nur.			\$ 16.95



# NSSA TREASURY

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## OUTSTANDING

At the last NSSA meeting we decided to create a system where the Treasurer could access the invoices and checks in Mill City City Hall.

MWVCOG INVOICE # 2383

Invoice # 2383, MWVCOG, dated 3/31/23, due date 5/30/23 for \$7,787.04, This invoice was paid with check 1008. This check was not received. I issued a stop payment on check # 1008.

MWVCOG INVOICE # 2471

Invoice # 2471, MWVCOG, dated 4/30/23, due date 6/29/23 for \$ 1,684.00 Is still scheduled for payment.

MWVCOG INVOICE # 2534

This invoice (\$ 8,757.00) was issued on 31 May 2023

MWVCOG INVOICE # 2697

This invoice (\$ 3,839.25) was issued on 20 July 2023

CHECK STATUS

Check 1005 has been voided.

Check 1006 has been voided

Check 1008 was issued to MWVCOG however they did not receive it. A stop payment was issued through the bank (6.29.23) and a new check will be issued.

CIS

CIS has indicated that our policy will renew on 7.1.23 and an invoice will be issued at that time.

# NSSA TREASURY

## SUMMARY 2023

### NSSA 2023 FINANCIAL RECORDS

Date	Starting Balance	Deposits	Source	Invoices Paid	Check #	Payee	Invoice #	US Bank Balance	COMMENTS
January 17, 2023	\$147,552.04			\$15.95		US Bank		\$147,536.09	SinglePoint service
February 14, 2023	\$147,536.09			\$16.95		US Bank		\$147,519.14	SinglePoint service
February 22, 2022	\$147,519.14	\$637.05				Mill City		\$148,156.19	Balance from Mill City to US Bank
February 28, 2023	\$148,156.19						65716	\$148,156.19	Local Govt. Law Group
March 14, 2023	\$148,156.19			\$16.95				\$148,139.24	SoinglePoint Service
March 30, 2023							2383		MWVGOG INVOICE, \$ 7,787.04, Check 1008 issued but not received. A stop payment was issued
April 14, 2023	\$148,139.24			\$16.95				\$148,122.29	SoinglePoint Service
April 21, 2023	\$148,122.29			\$1,162.00	1007		65716	\$146,960.29	LGLG payment cleared
April 30, 2023							2471		MWVGOG INVOICE, \$ 1,684.00
May 12, 2023	\$146,960.29			\$16.95				\$146,943.34	SoinglePoint Service
May 31, 2023							2534		MWVCOG INVOICE, \$ 8,757.00
May 31, 2023								\$146,943.34	May 31 ending balance
July 5, 2023				\$1,178.26			PO-NSSA-I2023-00		CIS Invoice for 2023 - 2024
June 14, 2023	\$146,943.34			\$16.95				\$146,926.39	
June 30, 2023								\$146,926.39	June 30 ending balance
July 17, 2023	\$146,926.39			\$16.95				\$146,909.44	
July 20, 2023							2697		MWVCOG INVOICE, \$ 3,839.25
July 31, 2023	\$146,909.44								July 31 ending balance