

**North Santiam Sewer Authority Board Meeting  
and Sewer Project Update #67  
August 01, 2022, at 6:00 pm  
Held by Zoom Conference Call (Due to COVID-19)  
Meeting Summary Notes**

**A. Role-call and Declarations of Conflicts of Interest**

Ken Woodward, Detroit; Tim Kirsch, Mill City; Brian Gander, Gates; Ron Carmickle, Gates; Denny Neilsen, Detroit; Lari Rupp, Marion County; Janet Zeyen-Hall, Mill City; Jody Christensen; Mary Camarata; Monty Norris OAWU; Keith Bedell, OAWU; Kelly Wiese, Marion County; Brian Nicholas, Marion County Public Works; Ron Carmickle, City of Gates; Danny Nielsen; Arthur Chaput, Business Oregon

**B. Announcements:**

None

**C. Public Comment and Questions:**

None

**D. Action – Review and approve previous meetings minutes**

- No Motion

**E. Action – Treasury Report (Brian Gander)**

- Review and pay bills as necessary
  - Purchased 100 count check order of one hundred checks for NSSA, available in Mill City Hall.
  - ACH setup between US bank in progression
- Motion to pay Mid-Willamette Valley Council invoice to following IGA transfer to pay fees.
  - 2022 Marion count

**F. Action – Accept late-2022 NSSA Meetings Calendar**

- Reviewed important upcoming meetings/administrative work session Calendar.
- Motion passed and seconded by Denny

#### G. Action – Discussion on Need for on NSSA and Service Structure

Suggestion to add to project scope for Peter Olsen to guide discussion on future Board structure and public outreach materials

#### H. Action – NSSA to Join MWVCOG

- Motion made to Join MWVCOG, pay invoice Transfer Funds from Mill City to NSSA Seconded by Ron Carmicle. *Motion passes*
- Communicated to the board services to provide per contract. Grant writing services provided at \$84 per hour and planning services \$94/hour (Mcrae Carmichael)

#### **Old Business:**

##### I. RFP Update (Brian Nicholas)

- Consultant selection completed with a notice of intent to award to be sent to *Keller and Associates*.
- Spoke on Board request for Mill City to Contract Keller and Associates for fast start tasks:
  - I. To step back and affirm no need for changes to Master plan for Mill City Interim solution and full sewer project.
  - II. Start work on initial plan for City of Detroit interim commercial septic solution between City and local commercial property owners.
  - III. Scope of services preliminary fee, mostly drafted for full sewer project. Need to complete fast start tasks as theses potentially will impact full project.

J: Brian brought forward request for board comments on Comprehensive Financial Policy. He briefly described elements included within the policy and need for further discussion and approval before December 2023.

**New Business:**

K. Next Meetings Topic

L. Discuss grants to apply for before December deadline

Date:	Event:	Location:
<b>August 15, 2022 6:00 PM</b>	North Santiam Sewer Authority Board Meeting	Via Zoom or in Person