

**North Santiam Sewer Authority Board Meeting  
and Sewer Project Update #64  
May 02, 2022, at 6:00 pm  
Held by Zoom Conference Call (Due to COVID-19)  
Meeting Summary Notes**

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**A. Roll Call and Declarations of Conflicts of Interest**

Ken Woodward, Detroit, Tim Kirsch, Mill City; Tony Morones, Idanha; Ron Carmickle; Gates; Brian Gander, Gates; Denny Nielsen, Detroit; Janet Zeyen-Hall, Mill City; Jeff Yohe has resigned his position.

Jody Christensen, Regional Solutions; Karen Grosulak McCord, DLCD; Sarah Allbaben, RARE; Mary Carmarta, DEQ; Brian Nicolas, Marion County Public Works; Kelli Weese, Marion County; Arthur Chaput, Business Oregon

**B. Announcements**

None

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

**Action:**

None

**D. Action: Review and Approval of Meeting Summary Notes from 4/4/2022**

Not completed

**E. Action: Treasurer Report- review and pay bills if necessary -SOS Report**

It appears that the funds awarded to the task force were meant by the county to roll to the sewer authority when it was formed. \$766 dollars is the current balance \$1932 credit at the Local Law group. The money is there if we need to contact them.

Filed our report in leu of audit. 2021

Develop a budget is the next step.

New audit report due after the close of the current fiscal year.

Relying on Mill Cities fidelity bound, if we are taking control of our own finances the board for our own revenue. Consider bounding ourself for more then we are anticipating.

Get Ken's name off the account and get Brian's name on the account.

\$20 dollar fee for filing fee for the audit, the \$20 dollars is a donation.

Financial Document – need to get together and review the edits from Danielle.

**Old Business:**

**F. Update: Financial Policies and Procedures**

**G. Update: Work by Americorps Rare Member Sarah Allaben**

- **Video** – Information video almost complete. Doing editing now.
- **Grant Narrative** – Wrote language for grants, it is flexible for any grant.
- **Communications Plan** – Comprehensive plan listing stakeholders, partners and communities that needs to be updated as the project evolves with key contacts. Listing media platforms with how often they should be updated. FAQ's

**New Business:**

**H. IGA Between Marion County and NSSA Development and Support**

Kelli- Draft of an interagency agreement for the \$150k from the county with deliverables for both the NSSA and the Marion County.

Tim – Item #4 seeing 150 will be an annual expenses for 3-5 years before any revenues. No guarantees for additional funding down the road. Grants will be applied for but there is no guarantee. Dollars for the current fiscal year. There is no plan for additional funding in the next budget year.

This IGA does not obligate the cities to any expenses. The cities are not responsible for the NSSA debt.

Ron -Motion to accept the IGA contract with Marion County for \$150k

Second by Brian

Aye - Ken Woodward, Tim Kirsch, Ron Carmicke, Brian Gander, Denny Nielsen, Tony Morones, Janet Zeyen-Hall

Nay - None

2022-05-01

**I. Ownership of the System/Brian Nicholas Update - RFP**

Work session about structure and financial project.

Question - who am I delivering this project for? There will be another IGA for the ARPA funded project to who the project is being delivered to. ARPA funds requirements are tricky to comply with.

The county isn't slowed. Using the Keller master plan and launch forward.

Interagency agreement

1. NSSA / Mill City / Gates
2. Marion County / Mill City

Brian Gander - do you see Mill City owning all the infrastructure outside of it's city limits?

Sewer District that is owned and operated by the Mill City.

Two reasons for that. No one maintains the system like the owner. The other reason is that it is the most efficient. No there is no additional overhead in this model. In order to keep the rates down for the cities keeping the additional overhead down is the most cost efficient as possible.

Both Gates and Mill City would have a strong voice on the board.

There is a model where Gates owns the equipment in the city however it is more cost effective to have the operator own all of the equipment, as Brian Nicholas has present.

There are several different ways that the sewer district can be put together.

The NSSA phases out into a sewer district.

The NSSA can become a board of directors for the owner/operator.

Concerns expressed that it appears that Detroit and Idanha are getting pushed out of the project. The Authority is committed to continuing to advocate and follow thru the completion of both projects A and B.

Is the any of the \$10 million available for the commercial system in the downtown area. It is to move the complete sewer system planning. There is \$2 million available for the commercial system.

Vote on Ownership of the system.

Denny – Motion to accept the recommendation from the public work district Ownership to be in the city and not the NSSA.

Second Tim

Aye – Ken Woodward, Tim Kirsch, Brian Gander, Denny Nielsen, Tony Morones, Janet Zeyen-Hall

Nay -

Abstain – Ron Carmickle, want to go back to the Gates city Council.

2022-05-02

#### **J. Banking (Change contact person on the account)**

Leave contact person as is.

#### **K. Chairperson Resignation**

Rescinding resignation.

#### **L. Schedule Ethics Training for Board Members**

Ken will contact the Oregon Ethics Commission and it is free. It is two hours. Will schedule for May 20<sup>th</sup>.

#### **M. Next Meeting Topic**

**Meeting adjourned at 8:00 pm**

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

Date	Event	Where
June 06, 2022 6:00 pm	North Santiam Sewer Authority Meeting	Via Zoom or In Person- TBD
July 11, 2022 6:00 pm	North Santiam Sewer Authority Meeting	Via Zoom or In Person- TBD
August 1, 2022 6:00 pm	North Santiam Sewer Authority Meeting	Via Zoom and in person

