

**North Santiam Sewer Authority Board Meeting
and Sewer Project Update #65
June 06, 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; Tony Morones, Detroit; Janet Zeyen-Hallill City. Ranada, MWVCOG; Kwlli Weese, Marion County; Sarah Allaben, RARE; Jody Christensen, Mary Carmarta

B. Announcements

None

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

None

D. Action - Annual Election of Board Members to Serve thru June 2022 - May 2023 – Sarah Allaben facilitating

Position of Chair.

Ken Woodward – Nominated by Tim Kirsch, second by Janet Zeyen-Hall

Motion passed

Position of Vice Chair

Tim Kirsch – Nominated by Janet Zeyen-Hall, second by Ken Woodward

Motion assed

Position of Secretary

Janet Zeyen-Hall – Nominated by Tim Kirsch, second by Ken Woodward

Motion passed

Position of Treasurer

Brian Gander – Nominated by Ken Woodward, second by Janet Zeyen-Hall

Motion passed

Position of Communications

Denny Neilsen – Nominated by Ken Woodward, second by Tony Morones

Motion passed

Officers for the 2022 – 2023 term are

Chair – Ken Woodward

Vice Chair – Tim Kirsch

Secretary – Janet Zeyen-Hall

Treasurer – Brian Gander

Communications – Denny Nielsen

E. Action: Review and Approval of Meeting Summary Notes for 2/7 - 3/7 - 4/2/2022

Notes April, May and June will be available for approval at the next meeting.

F. Action: Treasurer Report- review and pay bills if necessary –

No movement.

Need to provide Brian with a copy of minutes in order for Mill City to release funds to be deposited into the new bank account

G. Action: Review and Approval of Marion County/NSSA IGA –

Kelli reviewed recommended changes from the Marion County Board of Commissioners.

- Require the NSSA to hire a consultant and / or staff to perform work, and
- Add time specific requirements to each deliverable.

Draft went to the legal department and it is still there. There is edits but not substantial changes.

Next steps – Once it is cleared by the legal department it will be scheduled to go to the Board of Commissioners and that is looking like June 29, 2022. There is a potential for minor changes.

Action to approve the amended IGA.

Allow Chair Woodward and Vice Chair Kirsch to approve it minor non substantive changes. If they are substantive changes the NSSA will need to meet on June 29th at noon. Need a quorum for this meeting. Ken, Tim, Janet, Tony, Denny, Brian, available for an emergency meeting.

Denny Nielsen – Motion to approve the staff recommendations for the IGA. Second by Brian Gander.

Discussion – recommendation to include the emergency meeting schedule if substantiate changes are made. Includes

Aye – Brian Gander, Denny Nielsen, Ken Woodward, Tim Kirsch, Tony Morones

Nay –

Janet stepped out of the room

Decision Log # 2022-06-01

H. Action: Review and Approval of MWVCOG Staff Position

Rhanda noticing version in the packet is out of date. I have continued to take comments and changes. Due to the IGA not being sent we are requesting that the Board continue to send comments.

Sarah will send out the lates changes to the members.

Old Business:

I. Update: Work by AmeriCorps Rare Member Sarah Allaben

Working on the communication plan. This will be a continuing evolving document. Making a more visual action plan and deliverable timeline.

Google Drive – new platform for a lot of the board, I can present a google drive 101 to help everyone understand. On June 20th meeting.

Done in this position on July 26. New folder with tutorials for everything I have been doing.

J. Update: Financial Policies and Procedures

Will meet and set out a time line to meet the December due date

OTHER- Brian Nicholas – RFP on track and proposal due back June 21, 2022. Should received conflict of interest documents if you are on the selection committee next week.

If you received a question by someone about the RFP send them to Brian Nicolas.

**** June 20th is a state/federal holiday.
Moving the work session meeting to the 27th.

New Business:

K. Next meetings topic

Meeting adjourned 7:30 pm

Upcoming Dates: Sewer Meeting First Monday of the month

Date	Event	Where
July 11, 2022 6:00 pm	North Santiam Sewer Authority Meeting	Via Zoom or In Person
August 1, 2022 6:00 pm	North Santiam Sewer Authority Meeting	Via Zoom and in person
September 5, 2022 6:00 pm	North Santiam Sewer Authority Meeting	Via Zoom and in person

