



**North Santiam  
Sewer Authority**

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**NSSA Work Session  
Supplemental Budget Process  
Summary Notes: April 15, at 6:00 pm**

A. Meeting called at 6:03

B. Roll Call and Declarations of Conflicts of Interest

Present: Denny Nielsen, Tim Kirsch, Ron Evans, Emily Scofield

COG Staff: Laura Conroy, McRae Carmichael

Cable Huston: Tommy Brooks, Clark Balfour

Marion County: Brian Nicholas, Chris Einmo, Chris Eppley

C. Public Comment

No one from the public was in attendance from in-person either online or in the room.

D. Connection Ordinance

Mr. Brooks presented the discussion draft for the ordinance to compel connection. Mayor Evans expressed the need to ensure the community knows the NSSA is developing a program to assist future rate payers that are low to moderate income with their monthly sewer bill.

E. 2023-24 Supplemental Budget Process

Ms. Conroy gave an overview of the 2023-24 supplemental budget process. The public meeting on the supplemental budget process is Monday April 22<sup>nd</sup> at 12pm at the COG offices and virtually. Notice has been published to the newspaper and placed on the website. Board members have confirmed attendance.

F. 2024-25 Budget Process Overview

Ms. Conroy gave an overview of the 2024-25 budget process. On April 22<sup>nd</sup> the board will meet in special session to appoint the budget committee and adopt the budget schedule. The budget committee needs a chair, three board members, and three members from the community. Meetings of the committee will be held in May and a virtual option will be available. Last year there was one budget committee meeting for 25 minutes following by a board meeting with a budget hearing for 30 minutes to adopt the 2024-25 budget.

G. Wastewater Treatment Facility IGA share-out (All)

Mayor Kirsch shared that Mill City's attorney Jim McGehee, Mayor Kirsch, Councilor Winn, City Recorder Stacie Cook met to discuss the IGA and prepare revisions. Mill City's contract planner

has the revisions and will be providing them to NSSA at the earliest opportunity. The NSSA board will review the revised IGA on April 22<sup>nd</sup>.

H. **Executive Session:** Went into Executive Session: 7:05 p.m.  
**Ended Executive Session:** at 8:02 with no action.

I. **Meeting Adjourned:** Nielen moved to adjourn, Evans Seconded, unanimous 8:04 p.m.

**Upcoming Events:**

Date	Event	Location
April 22, 2024 12pm	2023-24 Supplemental Budget	COG