



**North Santiam
Sewer Authority**

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P.O. Box 256
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**NSSA Work Session Agenda
December 18, 2023 at 6:00 PM
Mill City, City Hall**

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

[14748822?pwd=MjJkM3VyY21YS1BDK2doVEpIZ25uUT09](https://zoom.us/j/93414748822?pwd=MjJkM3VyY21YS1BDK2doVEpIZ25uUT09)

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)

Agenda

- 1. **Emails and Bills (Woodward)**
- 2. **Executive Session**

Upcoming Events:

Date	Event	Location
1/3	Regular board Meeting	Mill City, City Hall/Zoom
1/17	Work Session Meeting	Mill City, City Hall/ Zoom



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**NSSA Monthly Board Meeting #83
November 6th, 2023, at 6 PM**

Summary Notes

Meeting was held in-person at Mill City, City Hall 444 S 1st Ave, Mill City, Or and via zoom.

Attendees: Kirsch, Zeyen-Hall, Woodward, Evans, Scofield, Nielsen

Excused: Morones

The meeting was opened at 6:01pm

A. Roll Call and Declarations of Conflicts of Interest - None

B. Announcements - None

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

None

Action Agenda

A. October Summary Notes. Commissioner Nielsen moved to accept the October summary notes. Commissioner Evans second. Motion Passed unanimously.

B. Treasurer's Report. NSSA Treasurer Ron Evans presented the treasurer's report. Commissioner Zeyen-Hall moved to accept the report Commissioner Woodward seconded the motion. Motion passed unanimously.

C. Legal Services. Discussion occurred regarding allocation of funds for legal services. Staff reported that an allocation within the managerial allocation could occur without board vote but it was best to have the board's approval to do so. Staff reported an allocation from reserves or contingency would require a board vote and additional process. Board members shared that the county had emailed that it would allocate \$80,000 in legal fees to NSSA but the amendment to the IGA and receipt of additional funds had not yet occurred. County staff member Lari Rupp explained it would take five weeks to amend the IGA. Commissioner Nielsen moved to allocate \$20,000 of the existing budgeted managerial funds for legal services. Commissioner Evans seconded the motion. Motion passed unanimously.

D. COG Staff Report (Dadson/Conroy)

E. County update

Adjourned: 6:40pm

Upcoming Events:

Date	Event	Location
November 20 th , 6-8 pm	NSSA Work Meeting	TBD
December 4 th , 6-8 pm	NSSA Board Meeting	TBD



North Santiam Canyon Sewer Project Update, December 4, 2023

Recent Progress and Upcoming Activities

Following is a brief summary of recently completed work products and activities on the near-term horizon.

Recently completed tasks:

Mill City/Gates Water Pollution Control Facility (WPCF)

- The engineering team has completed and submitted technical memos to DEQ staff. These memos prepared by GSI address three topics relevant to the permitting of the new WPCF:
 - Phase III Subsurface Characterization: soil lab measurements from deep samples, monitoring well data, and computer models of aquifer mounding were analyzed to demonstrate the feasibility of the rapid infiltration basin (RIB).
 - Contaminant fate and transport: computer modeling was used to predict trace levels of contaminants downstream of the RIB and estimate the required effluent quality for compliance under Oregon WPCF rules.
- Draft sections of the Wastewater Facility Planning Study (WWFPS) document are currently being reviewed by County staff. The latest sections describe a concept design of the collection system, WPCF and RIB shown on the proposed site. Engineer's final draft of the full WWFPS is expected during the week of 12/4.
- Submittal of the WWFPS to Oregon DEQ is expected in mid-December. County suggests a work session in December to walk through a summary of the WWFPS.
- The design team scheduled meeting with DEQ prior to WWFPS submittal re: the permitting requirements and recently released EPA technical memorandum on the 2021 Maui decision.

Detroit/Idanha Water Pollution Control Facility

- Monitoring well installation completed at the potential McCoy RIB site in Idanha. The design team collected groundwater and soil samples, installed electronic monitoring equipment, and performed slug tests to determine the feasibility of a RIB at this location.
- Test pits and shallow soil sampling performed at the Detroit Ranger Station potential RIB site.

Downtown Detroit – Commercial Septic Program.

The design team has completed document research and field evaluations to gather additional information are well underway for 14 commercial lots. Activities associated with these sites include digging of test pits, underground utility location and video camera inspection, evaluation of existing systems, property corner surveys, and formal site evaluation submittals. Specific sites include:

- Clester Road LS
- Kane's Marina
- Lakeview RV Park
- Post office
- Detroit Lake RV Park
- Mountain High Grocery & connected properties
- Hitchin' Post

Additionally, the design team has prepared 30% plans, cost estimates and value engineering for the Clester Road Lift Station (LS) which is proposed to serve as a holding tank for Kane's Marina, and design of a private sewer system for Kane's Marina.

December project look-ahead:

- Engineering design (90%) drawings and permitting for Clester Road LS/Kane's Marina.
- Permitting meeting with DEQ staff and WWFPS submittal.
- Surveying, environmental/cultural clearance and appraisal for OR-22 surplus right-of-way (downtown Detroit commercial septic).
- Clearing and test pits of Mill City-Gates sewer pipeline alignment.
- Detroit commercial septic design & permitting.
- Amendment #6 of the contract with Keller Associates to include the following:
 - Mill City/Gates WPCF preliminary design work (surveying, geotechnical)
 - Mill City RIB pilot testing
 - Expansion of the commercial septic design scope
 - Gates – Mill City pipeline preliminary design (survey, geotechnical, environmental clearance)
 - Public affairs support (MIG)



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Date: December 2, 2023
To: NSSA Board
From: Scott Dadson, Executive Director
Laura Conroy, Project Manager
Subject: November Staff Report

Introduction

This memo provides an overview of staff activities for November in support of the NSSA.

County Coordination Meetings

Marion County and NSSA IGA Amendment. COG staff Scott Dadson, Executive Director and Laura Conroy, project manager met with county staff members Chris Eppley, Community Development Director, Brian Nicholas, Public Works Director and Chris Einmo, Project Engineer to discuss amendments to the IGA. Discussion focused on timelines of bringing on Cable Huston and when the NSSA board would be discussing decisions about Project A asset ownership, who would operate and maintain Project A assets and system, and the construction delivery contract. The county will be sending draft language to amend the current IGA to the NSSA for review.

Communications. COG staff member Laura Conroy met with county staff member Chris Einmo, Peter Olsen and Matt Hastie with MIG a subcontractor to discuss communications in support of effort to bring sewer solutions to the canyon. We are near the time when documents for Project A will be submitted to DEQ for review. Progress is also being made in the exploratory phase for Project B. Discussions focused on how to convey the technical engineering and regulatory steps to the general community. MIG is working on talking points and a slide deck for the website to assist with this and future communication needs. MIGs scope of work with Keller requires them to assist the county and NSSA with communications as requested.

NSSA Board member orientation

COG staff member Laura Conroy has spoken with Ken Woodward and Ron Evans about creating an orientation to assist new and newer board members in their orientation to the project and the role of NSSA.

Legal Services

At the November 2nd regular meeting the NSSA board allocated \$20,000 of its managerial budget to hire a firm to provide legal services to advise it on a number of issues related to the construction of Project a and future construction of Project B. The board agreed to hire Cable Huston to provide these services.

At the November 20th work session the attorneys from Cable Huston introduced themselves and recommended next steps. Chair Kirsch signed the representation agreement with Cable Huston. The attorneys will attend the board's regular meeting on December 2nd.

COG staff Scott Dadson and Laura Conroy met with the attorneys to ensure they had access to the NSSA google folder documents and answered questions regarding those documents and the history of the NSSA. Staff asked the attorneys to prepare a memo for NSSA board members to begin to shape the decisions regarding asset ownership, management, finance, and risk.

Media Response

NSSA received inquiries from Stephen Floyd with Canyon Weekly. At the November 20th work session the board discussed an approach to responding to press with emphasis that inquiries be sent or deferred to COG staff who would work with board leadership to respond. COG staff would also notify board members when a press inquiry was received and processed so that board members were aware of the inquiry and response. Pursuant to that discussion, COG staff coordinated with Chair Kirsch and Vice Chair Woodward to respond to the media inquiries.