**North Santiam Sewer Authority Board Meeting**

**and Sewer Project Update #61**

**February 7, 2022, at 6:00 pm**

**Held by Zoom Conference Call (Due to COVID-19)**  
 [https://us02web.zoom.us/j/83199000901?pwd=VWJlU0pESXd0bFNVYy9DMlFWcEJJZz09](about:blank)

Meeting ID: 831 9900 0901

Passcode: 751133

By phone +1 253 215 8782 US (Tacoma)

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

Present: Ken Woodward, Chair, Detroit; Jeff Yohe, Idanha; Jeff Smith Idanha; Danielle Gonzalez, Marion County; Janet Zeyen-Hall, Mill City, Secretary; Brian Gander Treasurer, Ron Carmickle Mayor of Gates Sarah Allaben MWVCOG, AmeriCorps RARE, Mary Camarata DEQ, Arthur Chaput with Business Oregon, and Deny Nielsen, Detroit

Absent: Trent Mayor.

No declarations or conflicts currently.

1. **Announcements**

Modify agenda to have Sarah Allaben earlier to discuss the NSSA website updates and logo.

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

None

1. **Action: Review and Approval of Meeting Summary Notes from 1/3/2022**

Motion to approve by Tim Kirsch, Second by Brian Gander.

**Roll Call Vote:**

**Aye –** Ken Woodward, Jeff Smith, Janet Zeyen-Hall, Brian Gander, Tim Kirsch

**Nay-** none

**Abstain –** Jeff Yohe

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

No changes

**Old Business:**

1. **Update: Work by AmeriCorps RARE Member Sarah Allaben**
   * **Logo –** Voting is not completed due to a tie between two of the four logos. Next month selection will be between Logo #1 and Logo #2
   * **Video –** In progress. Sarah has recorded video and will be finalizing videos in the coming month.
   * **Website – FAQ, History, Photos of Board Members –** Sarah has asked the board for photos to be added to the website, and she has done a lot with the website. She has made it easy to navigate and updated the information and videos.
   * **Funding List and Best Practices –** Sarah has been researching State and Federal Grants. She has also been researching what other states have done with best practices for ORS 190 organizations and other districts.
2. **Future Staffing of the NSSA**

The NSSA would like to start with what can be done with Mill City. If that doesn’t work, then maybe see about partnering with MWVCOG. The position would likely be part time 20 hours a week. This position would be someone that will manage the Sewer Authority and Board.

1. **OAWU Conference- Sunriver, OR**

The OAWU Conference presentation is March 4th at 10am for and hour and a half.

Danielle will prepare the presentation. Tim, Brian, and Janet will be attending the conference as well. Danielle will send outline a few days before.

**New Business:**

1. **Updating of FAQs**

* Some questions and concerns are how should housing developers move forward?
* Should they build now and put in a new system?
* How do we adjust lot sizes?
* What will the rates be?
* What is a reasonable window of time to expect the sewer to be completed?
* What happens if the sewer system doesn’t happen? Where does it leave the current System?

Danielle and Ken will draft up something with the answers to the questions.

1. **Financial Policies Development and Authority**

Marion County has unofficially agreed to put $150,000 towards the NSSA. Draft of agreement is underway.

Brian, and Janet will meet in March to begin drafting the financial policies of the NSSA. There is good information that can be found with the Council of Governments, Special Districts Association of Oregon, and The Union Wallowa Railroad Association for a starting point.

1. **Next meetings topics**

* **Financial Policy Development**
* **FAQS**
* **Logo Vote**
* **Follow up on the History for the website**
* **Photos of the Board**
* **Draft job descriptions**

1. **Meeting adjourned at 7:34pm**

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

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| **Date** | **Event** | **Where** |
| **March 7, 2022**  **6:00 pm** | North Santiam Sewer Authority Meeting | Via Zoom |
| **April 4, 2022**  **6:00 pm** | North Santiam Sewer Authority Meeting | Via Zoom |
| **May 2, 2022**  **6:00 pm** | North Santiam Sewer Authority Meeting | Via Zoom or In Person- TBD |
| **June 6, 2022**  **6:00 pm** | North Santiam Sewer Authority Meeting | Via Zoom or In Person- TBD |
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