



South Suburban Sanitary District
2201 Laverne Avenue
Klamath Falls, OR. 97603
Phone 541.882.5744 Fax 541.882.5013

Board of Directors
Position 1 - Joe Spendolini
Board Chairman
Position 2 - Vacant
Position 3 - Michael Koger

District Manager/Secretary
Brett Blofsky

BUDGET COMMITTEE MEETING MINUTES

May 24, 2023

5:00 PM

1. **Call to Order** – Chairman Spendolini called the meeting to order at 5:01pm.
2. **Roll Call** – Chairman Spendolini and Director Koger were present. Citizen Budget Committee members Bob Kingzett, Jason Wilson, and Kenny DeCrans were present. District Employees also in attendance were Budget Officer/District Manager Brett Blofsky, Finance Director Nicki Strain, Treatment Plant Supervisor Sally Bratton, and Collections Supervisor Jason Morrow.
3. **Introductions** – Introductions were established.
4. **Appoint Chairman** – Jason Wilson made a motion to appoint Joe Spendolini as Budget Committee Chairman. Bob Kingzett seconded the motion and it passed unanimously.
5. **Reading of the Budget Message** – Budget Officer Brett Blofsky read the Budget Message for FY 2023-2024.
6. **Budget Discussion by the Budget Committee** – The following are the highlights from the discussion on the budget for FY 2023-2024:
 - a. The Committee members had several questions around the significant increase in expenses for the Administration Department. Finance Director Nicki Strain and Budget Officer Brett Blofsky explained that in the past several different expenses had been split 50/50 to both Collections and Treatment, but they felt these expenses were more of an administrative function which is why the Administration Department’s budget increased so much.
 - b. The new FY 2023-2024 Budget includes two Capital Project carry-overs from last fiscal year: \$40,290 for the Facility Plan Project, and \$3,219,801 for the Preliminary Design Project.
 - c. The new FY 2023-2024 Budget originally proposed carrying over the full Pond #4 Mitigation Capital Project from last fiscal year but was changed during the discussion by the committee. The original amount of \$8,064,276 was based on the sludge removal project on Pond #1 and converted to Pond #4 estimates. However, the District has learned about a new opportunity for sludge removal (probiotic scrubber enzyme) and will be implementing this process instead. This new opportunity will only require a dollar amount of \$100,000 for this Capital Project.



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7. **Public Input** – There was no public input.
8. **Budget Changes, Suggestions and Corrections**
- a. **Treatment Capital Outlay Projects**
- i. **Pond/Sludge Mitigation** – Reduce total amount of this capital project to \$100,000.
 - ii. **Contingency for Capital Projects** – reduce contingency amount for Mitigation project listed above.
 - iii. **Suggestion** – New Budget Committee member Bob Kingzett suggested that we include a 1-page summary of the history of the District in the Budget Binder moving forward. This will give new committee members a little more background information on the District.
9. **Motion to Approve the Budget** – Kenny DeCrans made a motion to approve the FY 2023-2024 Budget as amended above in Item #8i & #8ii. Jason Wilson provided a second to the motion and it passed unanimously by the members of the Budget Committee.
10. **Meeting Adjourns** – Chairman Spendolini and Budget Office Blofsky thanked everyone for their help and assistance in approving and passing the FY 2023-2024 Budget. Chairman Spendolini adjourned the Budget Committee Meeting at 6:51pm.

ATTEST:

Brett Blofsky, Board Secretary

Joe Spendolini, Board Chairman

Date