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Board of Directors

Position 1 – Joe Spendolini
Position 2 – Kevin Harter
Position 3 – Mike Koger

District Secretary

Brett Blofsky

REGULAR BOARD MEETING MINUTES January 17, 2023 @ 4:00 PM

1. **Call to Order and Roll Call of Directors** – Chairman Harter called the meeting to order at 4:00pm. Chairman Harter and Director Koger were present. Director Spendolini was absent from the meeting but notified the other Directors prior to the meeting that he would need to be excused due to being out of town. Also present were Brett Blofsky, Sally Bratton, Jason Morrow, and Dan Scalas.
2. **Approval of December 20, 2022 Regular Board Meeting minutes, December 27, 2022 & January 5, 2023 Special Board Meeting minutes, and Monthly Budget Report/Accounts Payable** – Director Koger made a motion to approve the minutes and budget report as presented. Chairman Harter seconded the motion and was therefore passed.
3. **Administration, Treatment, & Collection Systems – Staff Reports**
 - a. Jason informed the Board that both flushing and TV'ing took place in the month of December. We also had a couple of plug-up calls due to grease build up and they were reminded to stay up on the routine maintenance with their grease traps. Our recently completed Industrial User survey will assist us in monitoring potential trouble spots moving forward to keep this from happening and also assist us in revising our sewer use ordinance and possibly a pretreatment program.
 - b. Sally informed the Board that all tests came in under our permit limits in December. The annual Biosolids and Recycled Water reports were completed and turned in to DEQ. All 4 lagoons are running well and performing as designed in the treatment process.
 - c. Brett let the Board know that Smart Business Consulting is assisting us temporarily with the finance duties until we find a new Finance Director.
4. **Public Input** – No public input
5. **Items before the Board of Directors – Old & New Business**
 - a. Permanent/Temporary Disconnects – Follow up from last month's public input from Jesse Withers. Jason is looking into Smart Covers or Data Loggers as a possible alternative. SSSD personnel with work with Dan on removing the data loggers at N. Poe Valley since they are no longer being utilized.
 - b. Legislative Update – Bill number assigned (HB 2765) to committee Chaired by Rep. Helm with Vice-Chair Rep. Owens. Kevin informed everyone the Klamath County Chamber of Commerce's Government Affairs Committee will be attending in Salem and is one of five bills they will be actively supporting. Brett and Joe will be meeting with Stael Rives to formulate a strategy now that it has a bill number and has been assigned to a committee.
 - c. Facility Plan Addendum – Kick-off meeting held with Jacobs Engineering on Jan. 9, 2023 (see meeting notes). Jacobs has begun to work on the addendum and we will have a progress report workshop in 2 weeks.

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- d. Industrial User Survey Report – Report submitted and received by DEQ. We should hear back in approximately 45-60 days.
- e. DEQ Mercury Minimization Plan – In process with Adkins Engineering. We requested a new due date of April 28th from DEQ.
- f. TriplePoint NitrOx System – Update on scalability concerns. Tom is working on a possible visit to the Selmer, TN site which has similar flow rates to our facility.
- g. Aqua-Aerobics – See report received from 15-gallon sample sent for testing. Amount of algae present in sample created challenges for their Bench evaluation. We need to schedule a pilot study to test this technology further to see if we need to add any upstream treatment to assist with the phosphorus removal.
- h. LG Sonic Update – Brett recommended we need to proceed with a Pilot Study as soon as possible to see if the buoy will perform as planned. Brett will continue working with LG Sonic to make this happen.
- i. Wetlands Mitigation N. Poe Valley – Received a scope for the project from Rabe Consulting. Each Board member will provide feedback to Brett with any changes/modifications before deciding on this issue in an upcoming Board meeting.
- j. IGA between SSSD and Klamath County – Stearns Corridor Project
 - i. Brett and Jason will do a final review of the drawings for the project to ensure all collection infrastructure was addressed properly.
 - ii. Each Board member will review the IGA document created by the County and provide feedback to Brett with any changes/modifications before deciding on this issue at the next meeting.
- k. Finance Director job opening – We’ve received 5 applications so far. Brett will start going thru the applications and put together a question list to send to each Board member for their input. Each Director will let Brett know if they want to be involved in the interviews prior to scheduling.
- l. Newsletter – The feedback we have received so far has been positive. Brett asked if anyone else has received feedback from the public. No other feedback has been received.
- m. Leadership Klamath – Tour & Talk here at the District @ 3:00pm on Jan. 19th . The same group came here last year and it had a very positive impact on all who attended.

6. Other

- a. Kevin suggested we look into adding another position in the Finance group to establish more checks and balances within our organization. Brett will investigate further and report back to the Board.
- b. Washington Federal – Out of Branch transfer authority card has been updated to require approval from two authorized personnel.

7. **Adjourn** – Kevin adjourned the meeting at 4:52pm. The next meeting was scheduled for February 21, 2023 at 4:00pm.

ATTEST:

Brett Blofsky, Board Secretary

Kevin Harter, Board Chairman

Date