



2201 Laverne Avenue  
Klamath Falls, OR. 97603  
Phone 541.882.5744 Fax 541.882.5013  
[www.sssd.org](http://www.sssd.org)

### **Board of Directors**

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

### **Board Secretary**

Cindy Oden

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## **SPECIAL BOARD MEETING MINUTES September 15, 2021**

1. **Call to Order** - The meeting was called to order by Chairman Harter at 2:45 p.m.
2. **Roll Call of Directors** – Chairman Harter, Director Spendolini and Director Koger were present. Also, present were Clay Northrop and Board Secretary Cindy Oden
3. **New Business - None**
4. **Open Public Hearing on Ordinance #59 – System Development Charges – copies available at the District Office, 2201 Laverne Ave, Klamath Falls, OR Form 8 a.m. to 4 p.m.**

Chairman Harter opened the Public Hearing at 2:47 p.m.

Director Spendolini moved to read Ordinance #59 by title only. Seconded by Director Koger. Passed unanimously

Ordinance #59 was read by title only for the 3<sup>rd</sup> and final time

Chairman Harter asked for public comment. Having none, Director Spendolini moved to close the hearing. Seconded by Chairman Harter and the Public Hearing was closed.

### 5. **Other**

- a. Clay Northrop gave his letter of retirement to the board after 33 years of employment with the district effective on 9/30/21. The board thanked Clay for his many years of service and asked Clay if he would recommend any current staff that could replace him. Clay indicated Lee McGinnis, Jason Morrow and Donnie Monroe were all capable of replacing him. The board instructed Cindy to post the position with a closing date of September 30, 2021.

The Board moved into Executive Session at 3:00 p.m.

### 6. **Executive Session ORS 192.660(2)(a) – General Manager Interviews**

The came out of Executive Session at 5:20 p.m.

Consensus of the board to take the resumes and job applications home in order to take some time on deciding on a candidate for the position.

The board reviewed the Collection Supervisor job description and changed certification level from collection III to collection II with collection III within 6 months of hire.

Consensus of the board for Director Spendolini will do the grant presentation for Klamath County grant committee. They will be getting a hold of the district with a date and time for the presentation.

**South Suburban Sanitary District**  
**September 15, 2021 – Board Agenda**

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Clay asked the board if any of them had done add work service agreements. He was reviewing one for Klamath County and ODOT for adding our manholes with the work they were currently going out to bid on. Clay indicated he had never done add work service agreements in the past. The board said they have not, and Director Spendolini will get with Clay tomorrow to review and help him.

7. **Adjourn** – Director Spendolini moved to adjourn at 5:40 p.m. Seconded by Director Koger. Passed unanimously. Next meeting September 16, 2021, at 3:30 p.m.

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Cindy Oden, Board Secretary                      Date

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Kevin Harter, Board Chairman                      Date