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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

May 17, 2022

4:00 PM

MINUTES

1. **Call to Order-** Director Harter called the meeting to order at 4:10pm
2. **Roll Call of Directors-** Chairman Harter & Director Koger were present. Director Spendolini was absent. Also present were District Employees Brett Blofsky, Cindy Oden, Sally Bratton, Jason Morrow, Jon Lee; and Dan Scalas with Adkins Engineering.
3. **Approval of March 29, 2022 & April 13, 2022 Board Meeting minutes, and Monthly Budget Report-** Director Harter moved to approve the March 29th minutes and Monthly Budget Report, Director Koger seconded the motion and it passed unanimously.
4. **Administration, Treatment, & Collection Systems – Staff Reports**

Cindy reported that she had nothing new to report and asked if the Board had any specific questions for her regarding the financials in the monthly budget report. No one had any questions.

Sally reported that the treatment plant is doing excellent, and that the new maintenance guy is doing well. He still has plenty to learn, but Alex has been going with him to help frequently. Bear Tech has installed new security cameras around the plant that have been useful. Alex also installed a new overhead microwave in the N. Poe Valley rental property. Sally also reported that dike maintenance should be starting this week. Cindy wanted clarification on whether Alex installed the microwave or if he was just present for the installation because Merits was paid for installation. Sally was unsure but would find out.

Jason reported that the crew has been flushing, TV'ing and locating; nothing out of the ordinary. Jason did wish to discuss, however the cannabis shop on Maywood Drive and that the main issue that is causing plug ups for their line is that the shop doesn't provide enough water volume in the line to keep it cleared out. Jason also reported that the 6-inch main on Homedale Rd has been fixed by Hukill's along with services being re-connected to that line. Also reported that ODOT has approved the traffic plan presented to them by the collection crew for South 6th St. temporarily but requested some changes to the plan. Crew was able to clean South 6th from Madison down to Stagecoach Pizza on ODOT issued permit. As soon as we receive our permanent permit from ODOT, Jason will schedule the rest of our sewer mains on South 6th Street to be cleaned.

5. **Public Input:** No public input

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6. Old Business

- a. **Facility Plan Update-** Brett reported that he spoke with Kathryn about the wetlands project and facility plan and she confirmed that the Department of State lands will be issuing a letter to the District and once we receive it, that portion of the project is complete. John Gasik, located in the Medford office, has been assigned our facility plan for review and Walt will reach out to John next week to see if he can get an update.
- b. **E3 Update-** Director Harter reports that Ken has not met the requirements and already has removed one of his pieces of his equipment. It appears the 24-hour test required by DEQ will not be completed. Director Harter states that he doesn't believe that there is a way that we can move forward with E3 without conducting this test.
- c. **Hathaway Larson – Update on Harlan Drive mainline, land partition matter @ N. Poe Valley-** Brett reported that Greg Hathaway was hoping to get an update to us by noon today, but we have not received it. He is still getting caught up since coming back from vacation.
- d. **Fencing Bid Package from Adkins Engineering – Update-** Dan Scalas of Adkins reported that the plans for the fencing are squared away and they are now putting together the package. Brett interjected that they have decided to put a gate in the Northwest corner of the property to provide an access point on the West side of our property. Director Harter requested an estimate of completion for the package, Dan said that we should be able to put it out for bid just after the new fiscal year begins. Cindy states that this project was in the current years budget and not next years. Director Koger asked if next year's budget can be amended to include the fence project, Cindy says that it depends on how much it costs. Director Harter requests that it gets sent out to bid before the end of this fiscal year.
- e. **Bryant Property/Balin Lease – Klamath Project Drought Response Agency-** Brett reported that Balin Ranches have already sent us half of the payment for the farmland and pasture, but there is some misunderstanding on who gets the drought relief money. Balin believes that if he is renting the land and is in good standing with the lease terms, he has the rights to managing the land which would include applying for the KPDR program if any acreage qualifies. The District must grant him the authorization to put in for the relief money as the property owner. Brett reports that the drought relief money is significantly more than what the District receives in rent. Director Harter states that he believes that the drought relief should go to the District. Balin's check for first payment on land lease is being held until the Board comes to a decision. Director Harter requests a meeting be set up with Balin to discuss. Brett will contact Scott Balin and let the Board know.

7. New Business

- a. **Sewer Infrastructure Reimbursement discussion – Ordinance #52-** Director Harter states that he had a discussion with Dan Martin on this issue who was informed by Erik Noble that the County decided that they will not enforce a third-party collection to a government entity, and they let him proceed without satisfying the deal between Dan Martin and Jack Margraf. The District has done its due diligence in informing Dan Martin he needs to reimburse Jack Margraf.
- b. **Monitoring wells at N. Poe Valley –** Dan reports that these wells monitor water levels and that the District owns them and can remove them if they wish or leave them there to continue logging water levels. Director Harter asked if there is any benefit to continuing to monitor the water levels because of the drought and if they would help with the wetlands project at all. Dan stated that he wasn't sure of any benefit the monitors may have on either of those subjects, but it could potentially provide valuable information to the irrigation district if left at the N. Poe Valley properties. Our Collections crew could benefit from them as well. Director Harter thought it would be best to retrieve them for the collections crew but requested the cost to do so should be investigated beforehand. Brett will investigate the expense of properly abandoning them and

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report back to the Board. Director Harter to contact someone at KID to see if they are interested in the information already gathered by the monitors. Dan will send a copy of the map they have showing all the well locations. Official decision on what to do with them will be made in the future.

- c. **Lease/Rent out N. Poe Valley Buildings – Barns, shop, etc.-** Brett asks if the Board wants to investigate leasing out any of the other buildings and barns in N. Poe Valley near the houses. He states that Jolene currently has first rights to them if she wished to use them under her lease, but the new tenant in one of the houses has a construction company and has approached Brett about using the old barn for storage after they ensure that it is structurally sound. Director Koger asks if the District has insurance on that building, Cindy states that it should be included in the insurance we already have, and they are also required to have renters’ insurance on the entire property as well. Director Harter is worried about allowing them to use it because of the current state of the barn but is not opposed to renting it to them if they do the work on it and pay for Dan to inspect after repairs. Brett to discuss this with the tenants.
- d. **Aktivov – Public access to GIS Sewer Map on District website** – Brett states that he received the invoice from Aktivov back in January when the District was going to eliminate them and go with another platform. However, more research is needed before making a switch. Brett did, however, get Aktivov to agree to reduce their invoiced amount. The original invoice was for \$24,252.80, but they have revised the invoice to \$15,120.30. Because of this reduction in cost as well as creating the public access to our GIS Sewer Map, Brett believes that we should stay with Aktivov for this calendar year. Director Harter and Director Koger agree that we should stay with them for now. Brett also brought up that one of the collections crew members is very good with technology and that he is looking into utilizing his knowledge for the District and the future of our GIS system.

8. Other

- a. Sally reported that she found out that the reason for the change order with TAG is that the server kept freezing during the upgrade. The solution for next time is to do a bit at a time instead of doing the upgrade all at once. This should help prevent the server from getting overwhelmed. If the Board approves the change order, it will be included in the budget before this fiscal year ends. Sally also reported that they had contacted CID for password protected alarms and received no help. Director Harter stated that he is okay with it if it can be done before fiscal year end, & Director Koger agreed so the District will proceed with paying the change order.
- b. Brett invited the Board to Gary’s retirement luncheon on June 3rd and the annual safety luncheon on June 22nd. Both events will be held at Noon.

- 9. **Adjourn**-Director Harter moved to adjourn the meeting at 5:00pm. The next meeting was scheduled for June 21, 2022.

ATTEST:

Brett Blofsky, Board Secretary

Kevin Harter, Board Chairman

Date