



*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
Position 2 - Kevin Harter
Board Chairman
Position 3 - Michael Koger*

District Manager/Secretary
Brett Blofsky

**REGULAR BOARD MEETING MINUTES
March 21, 2023 @ 4:00 PM**

1. **Call to Order and Roll Call of Directors** – Chairman Harter called the meeting to order at 4:00pm. Present at the meeting were Chairman Harter and Directors Spendolini & Koger. Present for the District were Brett Blofsky, Nicki Strain, Sally Bratton, and Jason Morrow. The District’s Engineer of Record, Dan Scalas with Adkins Engineering, was also present for the meeting.
2. **Approval of February 21, 2023 & March 1, 2023 Board Meeting Minutes, and Monthly Budget Report** – Director Spendolini made a motion to approve the February 21st and March 1st Board Meeting minutes as well as the Monthly Budget Report. Director Koger seconded the motion and it passed unanimously.
3. **Public Input** – Patron Jesse Withers was present and asked if the District has been able to identify other possible solutions to Ordinance #47 – Sewer Disconnection and Reconnection Policy for properties that are hooked up to our collection system but are not using any sewer. Of all other options explored, the current temporary disconnect option for installing the plug is still the least expensive and fair option. Jesse was given a copy of the ordinance and the temporary disconnect application and will get back with the District to try the plug option on one of his properties.
4. **Wetlands Mitigation N. Poe Valley** – Andrea Rabe with Rabe Consulting made a presentation to the Board about the Wetlands Mitigation proposal she sent per the request of the District. Her presentation outlined the basic steps involved and answered the questions asked by the Board. After thorough discussion, Director Spendolini made a motion to approve her proposal and authorize Rabe Consulting to begin the feasibility study after executing the agreement with District Manager Blofsky. Director Koger provided a second to the motion and it passed unanimously.
5. **Items before the Board of Directors – Old & New Business**
 - a. Legislative Update – HB 2765. Joe read a letter he prepared (see attached) describing in detail all of the work he has been doing on HB 2765. The Legislature has scheduled a hearing with the House Agriculture, Land Use, Natural Resources, and Water Committee on April 4, 2023 at 3:00pm. He encouraged everyone to work with others to submit letters of support in written testimony to the OLIS website and also send our talking points to them. Joe will send the link to submit testimony to everyone, and Brett will send the talking points to everyone after the conclusion of the meeting.
 - b. Facility Plan Amendment – Update. Due date from DEQ is April 1, 2023. The Board supported the DRAFT Facility Plan Amendment created by Jacobs



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Engineering and approved it to be submitted to DEQ. Brett will contact Jacobs Engineering and let them know it's been approved and can be submitted to DEQ. Additionally, the Board would like this new option in the amendment to be the preferred option for our Facility Plan upgrade. Director Spendolini made a motion to accept this as the District's preferred option. Director Koger provided a second to the motion and it passed unanimously. The Board also suggested we move forward with the RFP process for preliminary design of this new preferred option. Director Spendolini made a motion for Dan to issue the RFP utilizing the CMGC process and Chairman Harter provided a second to the motion. It passed unanimously.

- c. DEQ Mercury Minimization Plan – May 1, 2023 due date. Dan provided an update and overview of the draft Mercury Minimization Plan to the Board for their review and input. After some discussion, the Board agreed to let Dan and Brett finalize the plan and submit it to DEQ.
- d. Update from Dan Scalas – Infrastructure project (Gatewood, Americana, etc.). Dan has started identifying all the key aspects required to determine if our collection system can handle the increased flow from this infrastructure acquiring project. Director Koger made a motion to issue Adkins Engineering a not-to-exceed task order of \$25,000 for Phase 1 to begin working on this model. He also authorized Brett to sign and execute the task order. Director Spendolini provided a second to the motion and it passed unanimously. Dan will get the task order created and sent to the District.
- e. Wetlands Mitigation N. Poe Valley – See item #4 above.
- f. N. Poe Valley Stockwater Wells – The stockwater wells will be installed as soon as they can get their large equipment into the location.
- g. Stearns Corridor Project – Work has started on this project. The Board will be notified if any changes need to be made.
- h. Finance Director – Nicki Strain started March 20th. See item #6c below.

6. Administration, Treatment, & Collection Systems – Staff Reports

- a. **Collections** – Jason updated the Board on the activity of the collection crew for TV'ing and Flushing. He also let them know the month of February was the highest number of locates the District has ever received in one month.
- b. **Treatment** – Sally updated the Board on the performance of the treatment system. All limits set in our NPDES Permit were met. The Henley pump station is having some communication issues and the crew is working with TAG to correct them.
- c. **Administration** – Nicki Strain was officially introduced as the District's new Finance Director and was welcomed by the Board. Her official start date with the District was on March 20, 2023. Nicki will start providing the entire financial packet for the Board's review for all upcoming regularly scheduled Board meetings.



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7. Other

- a. Chairman Harter has concerns for our employees potentially being exposed to fentanyl and would like to see Narcan on all our vehicles. The District's Safety Committee will make this their top priority and come up with a solution. In the meantime, all employees will ensure they are always wearing their proper PPE. An update will be provided at the next meeting.
 - b. Work on the annual budget process has been started and will be one of the first major projects undertaken by new Finance Director Nicki Strain.
8. **Adjourn** – Chairman Harter adjourned the meeting at 6:15pm. The next meeting was scheduled for April 18, 2023.

Attest:

Brett Blofsky, Board Secretary

Date

Board Member

Date