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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

July 19, 2022

4:00 PM

1. **Call to Order** – Director Spendolini called the meeting to order at 4:03pm due to Chairman Harter running a little late.
2. **Roll Call of Directors** – Directors Koger and Spendolini were present. Chairman Harter arrived and was present at 4:10pm. Also present were District Leadership team members Brett Blofsky, Cindy Oden, Sally Bratton, and the District’s Engineer of Record Dan Scalas with Adkins Engineering.
3. **Elect new Chairman of the Board** – Director Spendolini made a motion to elect Chairman Harter to remain the Chairman of the Board for FY 2022-2023. Director Koger provided a second to the motion. Chairman Harter abstained from voting. The motion passed with 2 Yes votes, 0 No votes, and 1 Abstention.
4. **Jacobs Engineering Presentation – Design/Build & Alternative Deliveries with Brady Fuller and Michelle Green** – Brady and Michelle conducted their presentation on the different delivery methodologies typically used for large projects like our Facility Upgrade. The methodologies presented are supported by the Design Build Institute of America and the Water Collaborative Delivery Association. Each methodology has different strengths and are usually decided on after weighing where a project ranks on Control/Risk Sharing, Cost, Time, and Innovation. The Board asked Brady and Michelle for contact information for other owners in Oregon like us that have utilized these different models for their projects to find out more about their experience.
5. **Approval of June 21, 2022 Board Meeting minutes, and Monthly Budget Report/Accounts Payable** – Director Koger made a motion to approve the minutes and budget report. Director Spendolini provided a second to the motion and it passed unanimously.
6. **Public Input** – There was no one from the public in attendance and no public input.
7. **Old Business**
 - a. **Fencing Bid Package** – The perimeter is fully staked & culvert locations (5) have been identified. Dan will go ahead and finalize the bid package and get it out to bid.
 - b. **Hatchet Haus System Development Charges** – The grace period given to the Hatchet Haus expires at the end of August. Dan will put together an estimate for the SDC Analysis. Once completed, the Board will decide if we want to proceed with the analysis.
 - c. **Facility Plan** – We have received comments from DEQ and they were acknowledged by Walt Meyer with West Yost. Kathryn will provide a comment log to the District when she gets back from vacation. Sally will also provide her comments/suggestions and send them to Brett.

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- d. CIPP Project Update – The project is underway. They will be issuing us a deductive change order for \$5,000 for using a little bit different product for the 6” tophats. Dan, Brett, and Jason did not have any concerns about this change and appreciated the \$5,000 savings.
- e. Newsletter – Not yet completed and is still being worked on. Since the rate increase has already been received by our patrons, Cindy expressed concern that if we keep that section in the newsletter, it may cause more confusion.
- f. E3 Update – The 24-hr test has been completed. Both Ken and Robert are here packing up all of their equipment and will depart with the first trailer by the end of this week. We should have test results for the next Board meeting in August.
- g. Hathaway Larson – Greg hasn’t been able to connect with Erik Noble and Libby Gallagher yet regarding the land partition issue at N. Poe Valley. We should have an official opinion from him by the next Board meeting.
- h. Resolution #208 Evaluation – Sick leave to deferred comp plan. After a brief discussion, Director Spendolini made a motion to extend the resolution for another year. A second to the motion was provided by Director Koger and it passed unanimously. The Board will re-evaluate the resolution again in June 2023.
- i. Redesign of SSSD Logo – No work had been done yet with the redesign of the SSSD logo.
- j. Hwy 39 Bryant Property Easement – The property is outside the urban growth boundary so we cannot provide our sewer service to the property at this time. However, if the UGB is expanded to the east and to the south in the future, we want to be able to provide service. Dan with Adkins provided a map showing the proposed easement location from the County owned strip of land on Kings Way and would extend along the south side of the existing irrigation ditch on the north end of our property and then extend along the east side of the property to the southern property line. Chairman Harter made a motion to adopt the recommended easement location discussed above and have Director Spendolini file the request with the County. Director Koger provided a second to the motion and it passed unanimously.
- k. Legislative Update from Southern Oregon Solutions
 - i. **Executive Session ORS 192.660 (2) (f)** Consider Exempt public records – consideration of information or records that are exempt by law from public inspection.
 - 1. Chairman Harter entered the Board into Executive Session at 5:52pm with Legal Counsel Merissa Moeller of Stoel Rives present.
 - 2. Chairman Harter exited Executive Session at 6:10pm and proceeded with the regular board meeting.

8. New Business

- a. Adopt Resolution # 237 – Budget Transfers 2021/2022
 - i. Director Spendolini made a motion to approve Resolution #237 as presented. Chairman Harter seconded the motion and it passed unanimously.
- b. Resolution #234 – Surplus Property not disposed of during FY 2021-2022
 - i. Brett informed the Board that some of the surplus property has not been disposed of yet and is looking into possibly partnering with the county when they do their next surplus property auction at the fairgrounds.

9. Other

- a. **Add to Public Record**
 - i. Treatment Plant Security – The new automatic gate opener which was approved by the Board via email communication has been installed by Bully Fence and is working flawlessly.
 - ii. Authorization for District Manager to sign PO’s greater than \$5,000 for budget approved individual Capital projects – The cameras for the TV Van were approved via email

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communication to have Brett issue and sign the PO. All other individual capital projects in the approved budget greater than \$5,000 will be approved by the Board on a case by case basis when requested.

b. **Other**

- i. **Chaberton Energy** – They would like to give the District a presentation on their interest in leasing some square footage of our lagoons for installing floating solar panels for energy production. Brett will follow-up with them and get it scheduled to determine if this could be something beneficial for the District.
- ii. **LG Sonic, Purchase vs. Lease-to-own** – Sally will provide information at the next board meeting on the two options.

10. **Adjourn** – The meeting was adjourned by Chairman Harter at 6:19pm. The next scheduled Board Meeting will be at 4:00pm on August 16, 2022.

ATTEST:

Brett Blofsky, Board Secretary

Kevin Harter, Board Chairman

Date