



South Suburban Sanitary District
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Board of Directors
Position 1 - Joe Spendolini
Board Chairman
Position 2 - Vacant
Position 3 - Michael Koger

District Manager/Secretary
Brett Blofsky

Regular Board Meeting Minutes
October 19, 2023 @ 3:00 PM
South Suburban Sanitary District (SSSD) Office

Meeting Called to Order - 3:00 pm

Roll Call of Directors - Chairman Joe Spendolini and Director Michael Koger. Also present: Jason Morrow (SSSD Collections Supervisor), Jon Lee (SSSD Treatment Plant Operator), Sally Bratton (SSSD Treatment Plant Supervisor), Brett Blofsky (SSSD District Manager), and Nicki Strain (SSSD Finance Director), with Brady Fuller, Doug Barber and David Bachtel (Jacob's Engineering) attending virtually.

Public Input/Comments: No one from the public present.

Review Today's Agenda and previous Meeting Minutes: Chairman Spendolini and Director Koger reviewed the meeting minutes and the consent agenda.

Motion was made by Director Koger to approve the meeting minutes from September 21, 2023 and the consent agenda for October 19, 2023 as presented. Seconded by Chairman Spendolini. Motion passed.

Engineer Report - Mr. Fuller and Mr. Barber gave an update regarding their phone call with DEQ. The District is approved to move forward. Chairman Spendolini is concerned about the last paragraph in the letter. This paragraph references the algae biotechnology that DEQ suggested the District consider. Jacob's Engineering is going to obtain a quote on this technology to satisfy DEQ. The cost would outweigh the benefit as there would need to be a lot of new infrastructure acquired. It was generally agreed that this is not something that the District wants to pursue. Discussion followed regarding the effect this will have on the project timeline. Based on their conversation with DEQ, Jacob's Engineering feels that this is not going to be an issue with DEQ approval. There are a lot of concerns with the proposed algae plan by DEQ. Jacob's Engineering is going to compile a list of pros and cons related to this. It would most likely favor the MBBR. Discussion followed as to when the list would be prepared. Information is being gathered at this time.

Discussion followed regarding the funding requests. Jon Gasik with DEQ wrote all of the technical comments on the application. Mr. Scalas that these comments were 'a little out of line'. Chairman Spendolini suggested that we respond to this letter indicating that this would be an added burden to the District and the concern about how it could affect the timeline.

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Discussion followed regarding the deadline with DEQ. It was believed that this was a hard deadline. The Board wants this potential 'hold up' documented.

Mr. Fuller discussed what Mr. Blofsky will need to move forward. DEQ indicated that they don't need the addendum but Brady feels that is necessary. He then shared his recommendation. The District is in a good faith effort to stick to the timeline. Mr. Blofsky likes the idea of providing a full addendum. Mr. Scalas agrees.

Motion made by Director Koger proceed with the DEQ addendum and authorize Jacob's Engineering to begin the pre-design planning. Also to authorize Mr. Blofsky to sign the Task Order #2. Seconded by Chairman Spendolini. Motion passed.

Chairman Spendolini stressed the importance of the response to this letter. Mr. Fuller and Mr. Barber will draft the letter and get it to Mr. Blofsky today. Mr. Fuller reported that they will be ready for a kick off meeting in a week or two.

Mr. Barber gave an update on the WEFTEC Conference that was attended in Chicago. He described those present and the various equipment that was on location. He feels that this was a highly beneficial trip. An explanation was given of the DAF vs. the SAF systems. Both use air and chemicals. The SAF uses a fraction of the power. DAF uses a lot of power but SAF uses more chemicals. Mr. Blofsky will send the algae study to Jacob's Engineering. Mr. Blofsky reported that the sample bottles have been sent out and have received the results. He will be handing these out during the meeting. Mr. Batchel explained the SAF unit used at a prison and how it was implemented. The DAF system is not the best for algae removal. DAF has been used for over 100 years. It is used a lot at meat processing plants but is fairly new to municipal wastewater treatment. Director Koger then asked what type of material they recommend we use. There are many options and they do not work equally. Mr. Barber explained the process of choosing materials and manufacturers. The District wants a system that is going to last for decades. Especially since we are using the citizens' money.

Mr. Lee shared his experience at WEFTEC and the various types of equipment they saw. He also shared his opinion and his preferences.

Director Koger then described his experience. He feels that the demonstrations were invaluable and that these conferences are crucial to making decisions for District infrastructure. He learned that the District can perform dredging ourselves for an initial capital cost of approximately \$300,000 which is far less than paying an outside company to do it.

Ms. Bratton is glad that the Board chose to attend this conference. She feels this is important to making decisions like this. Mr. Morrow feels that it is important for the Board to see the process first hand as well.

Mr. Blofsky shared the information on the company he would like to use for algae reduction. Their equipment has 4400 different frequencies that go through the device to reduce algae. It would cost approximately \$22,000 for the unit. This company said they would entertain doing a pilot. They would be willing to set up a virtual meeting as well. Chairman Spendolini asked if this company has any references. He is concerned about different effects on the different types of algae. There is a lot of testing to get more frequencies approved to ensure that there are no negative effects on wildlife or the environment.

Mr. Scalas gave his opinion on what they saw at WEFTEC. He discussed the disc filters and the various companies and types of materials used. There were various systems the group had never seen before.

Chairman Spendolini asked if we have encouraged Jacob's Engineering to consider any of these technologies. It was generally agreed that UV is a great idea, especially since the District will be going from using 2 chemicals to 6. There was a lot of discussion regarding the various options and the costs related to each option.

Mr. Lee described the screening options they saw at the conference. There was a bar screen that had a multi-rake system. The District's current screen is a maintenance nightmare. Ms. Bratton is concerned about grit removal. There is a lot of sand that comes through the pumps which can damage them. Director Koger is sold on the bar screen that is a multi-rake system. There are a lot less moving parts. Chairman Spendolini suggested that the operators contact other places that use this bar screen. He then suggested that they gather dollar figures and contact references to bring back to the Board.

Discussion followed regarding blowers and what would be a good option for the District. Director Koger suggested that we contact the City of Klamath Falls to see how the blowers they purchased from this vendor are working. They have been delivered but have not been installed yet.

Mr. Scalas described different options for handling solids. He is leaning toward the chemical treatment option. Jacob's Engineering is going to report back to the District on the volume of solids we currently produce. The lymc treatment is generally the preferred option. This is also a smaller footprint and is also portable. Chairman Spendolini asked how the enzymes play into this. We will have solids no matter what. It would be great to generate revenue from the solids. Mr. Scalas is willing to contact Basin Fertilizer and some others in the area to explore revenue possibilities. There are some USDA grants available as well. There are many options related to selling the solids. There needs to be research on the costs and what the potential revenue could be.

Mr. Blofsky described the PVC pipe technology in lieu of the CIPP technology that other plants are currently using. This technology is not used in Oregon yet but is making its way west.

Director Koger would like to budget funds for the District Board and staff to attend the WEFTEC Conference each year.

Collections System Modeling Update - Mr. Scalas reported that Adkin's got the Smart Cover data entered and the modeling system is currently being wrapped up. There will be a memo delivered on how it was created. Chairman Spendolini is concerned about GIS. Mr. Blofsky stated that we are waiting on Anderson Perry to present a revised final number. The District will not be renewing our contract with Aktivov. Director Koger asked about the transition between companies. Mr. Scalas feels that it should be a smooth transition. He will work with Anderson Perry if needed.

CIPP Phase 4 - Mr. Scalas reported that the spec sheets have been reviewed to go with UV top hats. It is agreed that this is ok. Scheduling needs to be done soon. He will follow up on this. UV is not as sensitive to the weather as the steam version.

CIPP Phase 5 - Mr. Scalas reported on the meeting with the City of Klamath Falls. The final touches are being put on the specs. The City of Klamath Falls is going to pay for the revisions to include their information. Mr. Morrow is in agreement. It was generally agreed that this will save the District money. Chairman Spendolini asked if we have assessed penalties to Insituform. The liquid damages have been adding up since July 1, 2023 at \$250 per day. The District has been

very generous with Insituform. There needs to be a consensus on the total fees to be assessed due to their lack of fulfilling their contract.

Mr. Scalas still needs to provide Mr. Blofsky with a scope of work for the RFP to address the bigger project.

Administration & Monthly Financial Report - Ms. Strain reported that she just returned from attending the Oregon Government Finance Officers Association (OGFOA) Conference in Eugene. It was her first time attending and she learned a lot.

The District is still in the annual audit process which began September 11, 2023. The auditors have requested a couple of letters be signed and returned to them. These are letters addressed to legal counsel regarding any litigation the District has had in the past.

Motion was made by Director Koger to authorize Nicki Strain, SSSD Finance Director, to sign the letters for the auditors to send to the District's legal counsel. Seconded by Chairman Spendolini. Motion passed.

Ms. Strain gave an update on the LGIP reserve funds. The District is currently earning 5% on these funds and additional funds are being transferred whenever possible.

The District recently signed up for credit cards with Washington Federal Bank. This will help streamline some of our processes since we bank with WaFed. This account also offers several benefits to the District. We will be closing our account with Elan Cardholder Services once we receive and activate the new cards from WaFed. Chairman Spendolini asked if we have a credit card policy. The District currently does not have a credit card policy but will start the process of creating one to be included in the employee handbook.

Ms. Strain then reviewed the various financial reports and explained the current expense line item amounts.

Chairman Spendolini asked if each District vehicle has their own fuel card. Mr. Blofsky and Ms. Strain indicated that they do. He then asked about outstanding checks on the bank statement. The party has been notified and we will be issuing replacement checks.

Motion made by Chairman Spendolini to approve the financials as submitted, seconded by Director Koger. Motion passed.

Collections Report - Mr. Morrow gave an update on Collections. It has been 962 days since we have had to report a main line system overflow to DEQ. There were 183 utility locates for the month of September. Lee McGinnis covered doing the locates for Donnie Monroe while he was on vacation and did a great job.

Mr. Morrow then handed out a map of Moyina Heights with a six inch line running slow. There was no access point. 6408 Elder way is where the cleanout is and is located under a chicken coop. Butler Plumbing came up there and snaked the line, This had to be done twice. We installed a two way cleanout. There are a lot of obstacles so Butler didn't want to repair it. Bob's Excavating gave a quote of \$4700. There should have been a manhole installed on Shasta Way. This is not an isolated incident. There are many others that could be issues in the future. The Collections crew is trying to be proactive. Chairman Spendolini asked about potential

easements in these backyards. Director Koger asked about the easements and structures being built over them. Is there a way to find out where our easements are in Moyina Heights? Mr. Scalas suggested that we research the Klamath County website to help locate them. The definitive answer is a title report. It was generally agreed that we need to research where the easements are. Discussion followed regarding the GIS system and where we need to put the cleanouts. This would be related to the asset management system and not GIS. There are also manholes that need to be placed. Mr. Scalas feels that this could be part of the new GIS system.

Mr. Morrow then reported that the Collections crew cleaned 30,000 feet of main in September.

He then referenced the AML Prolocater and the cost. It will be approximately \$8300.00 instead of the anticipated \$8900.00. This was already budgeted in FY 2023/2024.

Motion made by Director Koger to approve the purchase of the AML Prolocater that was already budgeted in FY 2023/2024, seconded by Chairman Spendolini. Motion passed.

Treatment Plant Report - Ms. Bratton gave an update on the concrete boxes that are leaning towards the lagoons. The Treatment Plant crew added ¾ minus rock underneath them to get them back where they should be.

She then discussed the annual chlorination system service. They have been having some issues with the rotometer which is what measures the chlorine gas. Some things needed to be replaced.

She explained the corrective action letter she wrote to DEQ due to tests that were submitted in outdated test tubes. They have gotten rid of the remainder of the outdated test tubes. All of the labs are looking great at this time. Discussion followed regarding the current cost of chlorine. It continues to rise.

Water reuse project - HB 2765 This bill has been renamed the Water Reuse Project. Chairman Spendolini is having a hard time getting a hold of Jeff Huntington with the Governor's office. Representative Emily McIntire has indicated that Mr. Huntington has not had any luck getting us funding for the pipe. It has been recommended to us by Representative Owens to continue looking for money to fund the pipe. Congressman Cliff Bentz has been in contact with Chairman Spendolini and he is looking for funds for the pipe as well.

DEQ State Revolving Loan Fund - Mr. Blofsky shared that we passed through with flying colors and now we are onto the intended use plan. Mr. Scalas will get Mr. Blofsky a task order for the intended use plan. Business Oregon was the same scenario. Gale Nelson is our new contact with Business Oregon.

Wetlands Mitigation Project - Mr. Blofsky reported that Rabe Consulting was holding off on the current litigation. The new policy has been completed and Rabe Consulting is now trying to get 9 reports done. Rabe Consulting doesn't feel that the District will like the outcome.

Other - The Bryant property 114 acres is up for sale and listed with a realtor for \$550,000. They are going to conduct a market analysis on the price. It is listed with Michelle Humphries with Coldwell Banker. The Balin lease on this property is up next year.

Scott Balin has expressed interest in equipment at the Chapman Ranch. We need to ask if Jolene Moxon uses that equipment. We need to review the Moxon lease to make sure that this equipment is not part of the lease. Discussion followed regarding getting the value of the chute. It was generally agreed that this adds value to the property. Mr. Blofsky will let him know that we are currently not interested in selling the equipment.

Adjourned at 5:14 pm

ATTEST:


Brett Blofsky, Secretary


Joe Spadolini, Chairman


Date