



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
May 21, 2024 @ 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: Brett Blofsky (SSSD District Manager), Nicki Strain (SSSD Finance Director), Sally Bratton (SSSD Treatment Plant Supervisor) and Jason Morrow (SSSD Collections Supervisor). Virtual attendees: Brady Fuller with Jacobs Engineering.

Public Input/Comments - No public present.

Opened Public Hearing - Ordinance #61 –

In accordance with ORS 198.510-600 which applies to Ordinance adoption within Special Districts only, the two required meetings will be held at least 6 days apart and will take effect 30 days after adoption.

Motion by Director Koger to move the Public Hearing for Ordinance #61 to the beginning of the agenda in accordance with the advertised start time. Seconded by Chairman Spendolini. Motion passed.

Motion by Director Koger to read Ordinance #61 by title only. Seconded by Chairman Spendolini. Motion passed.

No one from the public was present for public comment.

Chairman Spendolini asked three times if there was anyone who wished to speak in favor, opposition or neutral position regarding this proposed Ordinance.

Hearing none, the public hearing was closed.

Motion by Director Koger to read Ordinance #61 for the final time on May 30, 2024 at 10am. Seconded by Chairman Spendolini. Motion passed.

Brady gave an update on the Treatment Plant project. The addendum and the scoring criteria were discussed. It was suggested that the District conduct interviews with the entities that submit bids. Scoring can be done after the interviews. Discussion followed regarding CMGC Addendum #1. The Board was in agreement with the document as presented. Nicki will take care of posting the addendum on Oregon Buys.

There were questions on the dike stability evaluation. This may need to be addressed separately from the overall projects. No delays are expected due to this. Brady then updated the Board on the Geotech data findings.

There is an upcoming Treatment Plant sight visit. Brady will let Brett know when this will take place.

Brady explained Value Engineering to the Board. He discussed the various options that DEQ is offering. We should be hearing back from DEQ on this by the end of the week.

Discussion followed regarding the questions that should be asked of the contractors and when. There may be a 5-day protest period. Brady is going to confirm.

Motion by Chairman Spendolini to authorize the District Manager to find an entity or individual to perform Value Engineering. Seconded by Director Koger. Motion passed.

Brett reported CIPP phase 5 is ready to get underway. The City of Klamath Falls will be handling all the postings and background at no cost to the District.

Administration Update –

KDP Special Project - The KDP Project Advisory Team has provided their detailed opinion on the rate recovery project the Board asked them to provide. There are a few variables to consider such as the CPI rate as well as the number and type (residential vs. commercial) of patrons the District has each year.

KDP Engagement Letter – The District received a new engagement letter from KDP for the upcoming audit year. The letter contains the same verbiage that legal counsel suggested last year. There continues to be a shortage of municipal auditors and KDP was excellent to work with on our FY22/23 audit. I recommend that the Board accept the new engagement letter for audit services from KDP.

LGIP Interest – The LGIP accounts earned \$156,046.96 in interest during the month of April.

Budget Preparation for FY24/25 – The budget documents have been prepared and distributed to the Budget Committee for the meeting on May 28th at 4:00pm. Hardcopies are available for the public at the District office and on the District website.

Motion by Director Koger to approve the meeting minutes as presented. Seconded by Chairman Spendolini. Motion passed.

Motion by Director Koger to accept the engagement letter from KDP for the upcoming audit year. Seconded by Chairman Spendolini. Motion passed.

Treatment Plant Update - Sally gave an update on the odor issue and the new aerators that have been installed to address this. The odor has been mitigated. She feels that the MARS aerators have reached their life expectancy. The old aerators need to be removed and we have received a quote for that. Discussion followed as to how the aerators would need to be removed. We want to make sure to avoid any issues before the upgrade begins.

Chairman Spendolini suggested contacting Klamath Vector to gather information on larvae eating fish. These could be useful at the Treatment Plant.

Sally then reported on the recent WET testing. The District is in compliance. There will be another WET analysis in July.

Collections Update - Jason reported on the number of locates for the month of April. He then described the areas the crew has been working in and expressed the importance of the new manholes. There should be a manhole every 400 feet. The Collections Crew also assisted at the Treatment Plant.

Discussion followed regarding the GIS system and the equipment that needs to be purchased. There may be funds left in the current budget to cover the cost of the equipment needed. The new GIS system is very user friendly.

District Manager Report - Brett reported that the District received approval for the Business Oregon loan. The interest rate on this loan is 1.7%. \$580,000 of this loan can be drawn for funds that have already been spent on the project.

Hunter Communications is up and running. The District now has two internet providers to ensure coverage in the event of an outage. The IT redundancy is now complete.

Brett then discussed the testing results from the buoys at the Treatment Plant. The testing shows that they are working. Each buoy covers an entire pond. There are none in pond 4a.

Brett then presented two quotes from Xylem for Texum pump 1 that blew up. There is a quote for replacement and another for repair. The cost of the replacement pump is only \$4,000 more than the quote for repair. The replacement pump would be 80HP. Brett recommends that the District purchase the new pump. The cost will be shared in thirds between Klamath County, City of Klamath Falls and the District.

Motion by Chairman Spendolini to authorize the District Manager to purchase the new pump for the Texum. Seconded by Director Koger.

Brett will contact the County and City to arrange collecting their portion of the new pump.

Brett then gave an update on the new fencing that was installed on the neighboring property owned by Pacific Power. The fencing on the District property is almost complete.

Chairman Spendolini expressed concern about the grass growing on the District property. He feels that it is a fire hazard. Brett will check and see if it is dry enough to mow soon.

Director Koger suggested getting a quote to add barbed wire to the top of the fence. Brett will get quotes and ask Pacific Power if they would be willing to help with that cost.

The Budget Committee meeting will be held on May 28, 2024 at 4:00pm.

The second reading of Ordinance #61 will be held on May 30, 2024 at 10:00am.

Adjourned at 4:09pm.

ATTEST:

Brett Blofsky, Secretary

Joe Spendolini, Chairman

Date