

## **Tri City Water & Sanitary Authority**

### **Regular Board Meeting**

**January 11, 2012**

The Board of Directors of Tri City Water & Sanitary Authority met on Wednesday, January 11, 2012

The following board members were present: Paul Wilborn, Lillian Elder, Chris DeWald, Tonya Smith and Mark Garcia.

#### **Employees Present:**

Bill Thomas, Terry Griffin, Vicki Howren and Cindy Barnett, Frank Rios and Brian Kelly.

The meeting was called to order by Paul at 6:30 p.m.

#### **Pledge of Allegiance**

#### **Minutes Approval:**

Chris motioned to accept the December 14, 2011 minutes as presented. Lillian seconded the motion. All in favor.

#### **Elections of Officers:**

Board Chair – Chris made a motion to appoint Paul Wilborn for Chair. Lillian seconded the motion. All in favor.

Vice Chair – Tonya made a motion to appoint Chris DeWald as Vice Chair. Mark seconded the motion. All in favor.

Secretary and Budget Officer – Chris made a motion to appoint Vicki Howren as Secretary and Budget Officer. Tonya seconded the motion. All in favor.

#### **Visitors:**

John Hutter – IBEW – Just here to observe and wish everyone a happy new year.

#### **Audit Report:**

Tom Davidson presented the 2010-2011 final audit to the Board. Tom reported that TCWSA is in very good financial condition. There were no real issues with anything regarding the audit.

#### **Wastewater Treatment Plant:**

Sean Negherbon reported all was going well. Sean stated they had a couple of major repair issues regarding the grit pump replacement and the gravity replacement drive. He reported that the pond liner contractor is on board. As it turned out the one most qualified was the low bid of two hundred–five thousand. Sean stated the insurance company has not committed to an amount but is sure they will pick up most if not all minus the twenty-five thousand dollar deductible. Sean reported there are four farmers interested in the bio solids.

**Engineering:**

Update on Pump Station #3 – Mark from SHN was unable to attend the meeting due to a family emergency. Vicki reported the pumps were supposed to have been ordered and that this is a long process for getting them to us as Flygt must disassemble and then reassemble the pumps after they come in from Germany. This all must be done to the pumps because of the made in America clause of our funding contracts. During this process, other changes are made to the pumps to warrant the made in America condition of the pumps.

Bill reported that the contractors seem to be progressing. Bill added the concrete portion seems to be moving right along.

**Correspondence:**

No Report.

**Manager Report:**

Financial Report - Vicki stated there was a financial report provided in their packets. Vicki briefly went over the report and stated that she felt Tom had gone over everything in detail that she would have covered.

Prior Year Review - Vicki gave an overview of the past calendar years accomplishments for TCWSA. Vicki asked the board if they wanted to go over and approve the budget calendar she has included in their packets. She stated she realized it was a bit early but May would be upon us before we realized it. Subject was side tracked. Item tabled for future meeting.

**Operations:**

Sean reported he has been in contact with Oregon Council of Water regarding the algae issues in the South Umpqua River. They are in agreement that the State needs to back off and he will be sending out a letter from City of Myrtle Creek regarding this matter and that he may be asking us to write a letter as well.

Bill reported on the fish screen we have in place and possible modifications to the brush rack necessary to make it operate as it is supposed to. Right now we are getting sand build up around the intake and this is causing sand to get into our pumps which is not a good situation. This can cause a shorter life for our pumps. Discussion with Larry Swenson, engineer with NOAA and Jeff Young, Roseburg NOAA was brought about with filing annual reporting to them. Jeff Young mentioned working off the current permit and doing the work during summer low flows. Bill reported that some of the guys had been out putting on the new touch read meter registers and this project was going well.

**Board Discussion:**

Financial Report – Rate Review – Resolution 12-01 Chris made motion to approve resolution 12-01 as read with no rate increase. Mark seconded the motion. All in favor

Annual Policy Review – Resolution 12-02 Mark made a motion to approve the policy and procedures as presented to them in their packets with no major changes from the current policy and procedures on file. Tonya seconded the motion. All in favor

**Old Business:**

No report.

**New Business:**

No report

**Items not on Agenda:**

No report

**Review Monthly Expenditures for Payment:**

Chris motioned to review and pay the bills. Tonya seconded the motion. All in favor.

Meeting was adjourned at 7:40 p.m.

Attested to by:

Terry Griffin