



North Santiam Sewer Authority

northsantiamsewer@gmail.com

northsantiamsewer.net

P.O. Box 256
444 S 1st Ave
Mill City, OR 97360

NSSA Board Meeting #98

December 2, 2024, at 6:00 pm

Mill City, City Hall

<https://us06web.zoom.us/j/86874219981>

Meeting ID: 868 7421 9981

- A. Roll Call and Declarations of Conflicts of Interest
- B. Announcements
- C. Public Comment

Old Business

- D. Consent Agenda
 - Approval of November 4th Regular Board Summary Notes
 - Approval of November 18th Budget Board Meeting Summary Notes

New Business

- E. Treasurer’s Report (Evans)
- F. Staff Report (Conroy)
- G. County Update (Einmo)
- H. Agency Updates (DEQ, Business Oregon, Regional Solutions Coordinator)

Upcoming Events

Date	Event	Location
12/02/2024	NSSA Regular Board Meeting	Mill City, City Hall and Zoom
01/06/2025	NSSA Regular Board Meeting	Mill City, City Hall and Zoom



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NSSA Board Meeting #96 Summary Notes

November 4, 2024 at 6:00 PM

Mill City, City Hall and Zoom

Meeting called to order at 6:05 p.m.

A. Roll Call and Declarations of Conflicts of Interest

Present: Tim Kirsch, Chair, Mill City; Janet Zeyen-Hall, Secretary, Mill City; Ron Evans, Treasurer, Gates; Denny Nielsen, Detroit, Communications Chair; Tony Morones, Idanha; Emily Scofield, Vice-Chair, Gates

Marion County: Chris Einmo, Tsigereda Woldegiorgis, Brian Nicholas

DEQ: Mary Camarata

COG Staff: Laura Conroy, Deza'Rae Collins

No conflicts of interest were declared.

B. Announcements: None

C. Public Comments: None

Old Business:

D. Consent Agenda

Motion to approve the Consent Agenda by Nielsen, seconded by Zeyen-Hall; Unanimous Motion passed.

In favor: All present. **Opposed:** None. **Abstained:** None.

New Business:

E. Treasurer's Report (Evans)

Ron Evans presented the Treasurer's Report, emphasizing the need to adjust the budget to accommodate a transfer of \$15,000 from reserves to the current budget and \$5,000 from reserves to the legal fund. These changes were due to previous accounting inaccuracies. Budget adjustments will be presented in an upcoming

supplemental budget hearing.

F. Staff Report (Conroy): See memo attached to agenda packet.

G. County Update (Einmo): See video on YouTube Channel for update.

H. Agency Updates (DEQ, Business Oregon, Regional Solutions):

DEQ: See video on YouTube Channel for discussion.

Business Oregon: No updates.

Regional Solutions: No updates.

Meeting Adjourned: 6:40p.m.



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**NSSA Supplemental Budget Meeting Summary Notes
November 18, 2024 12:00 p.m.**

Meeting Called to Order at 12:05 p.m.

Roll Call and Declarations of Conflicts of Interest

Members Present: Tim Kirsch, Denny Nielsen, Emily Scofield, Ron Evans

COG Staff Present: Deza'Rae Collins, Laura Conroy

Conflicts of Interest: None declared.

Presentation of Budget by Budget Officer Laura Conroy and Treasurer Ron Evans

Public Hearing of the 2024-25 Fiscal Year Budget: opened at 12:12 p.m.

No one from the public was in attendance either online or in-person.

The Public Hearing was closed at 12:13 p.m.

Motion to Approve Proposed 2024-25 Supplemental Budget

Motion to **approve the 2024-25 Supplemental Budget** by Nielsen and seconded by Scofield.

Motion passed. **In favor:** Kirsch, Nielsen, Scofield, Evans.

Opposed: None. **Abstained:** None. **Absent:** Zeyen-Hall, Morones

Meeting Adjourned at 12:15 p.m.



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NSSA TREASURY

NSSA TREASURY REPORT

FOR

NOVEMBER 2024

PREPARED BY:

Ronald V. Evans

NSSA Treasurer

CityofGateswater@gmail.com

NSSA TREASURY

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NSSA TREASURY

NSSA GENERAL LEDGER, FISCAL 24 – 25

Date	Starting Balance	Deposits	Invoices Paid	Check #	Invoice #	Category	US Bank Balance	COMMENTS
June 30, 2024							\$52,550.29	June 30 ending balance
July 12, 2024	\$52,550.29		\$1,217.54	1045	PO-NSSA-12024-00		\$51,332.75	CIS 24 - 25 POLICY
July 12, 2024	\$51,332.75		\$2,182.38	1046	3344B		\$49,150.37	MWVCOG June billable
July 14, 2024	\$49,150.37		\$17.95				\$49,132.42	Single Point service
August 14, 2024	\$49,132.42		\$17.95				\$49,114.47	Single Point service
August 30, 2024	\$49,114.47		\$3,925.18	1047	3425		\$45,189.29	MWVCOG July billable
September 9, 2024	\$45,189.29	581.77					\$45,771.06	DEPOSIT FROM THE DITY OF GATES
September 9, 2024	\$45,771.06		\$1,081.77	1049			\$44,689.29	Emily Scofield, Airfare
September 12, 2024	\$44,689.29		\$3,801.14	1050	3472		\$40,888.15	MWVCOG Aug. billable
September 9, 2024	\$40,888.15		\$150.00	1048			\$40,738.15	Report in Lieu of Audit
September 15, 2024	\$40,738.15		\$17.95				\$40,720.20	Single Point service
October 8, 2024	\$40,720.20		\$4,370.89	1052	3519		\$36,349.31	MWVCOG Sept. Billable
October 15, 2024	\$36,349.31		\$17.95				\$36,331.36	Single Point service
October 18, 2024	\$36,331.36		\$4,982.50	1051	145908		\$31,348.86	Cable Huston September billing
November 12, 2024	\$31,348.86		\$2,561.57	1053	3562		\$28,787.29	MWVCOG Oct Billing
November 14, 2024	\$28,787.29		\$17.95				\$28,769.34	Single Point service
November 18, 2024	\$28,769.34		\$28.73	1065	3583		\$28,740.61	Milage correction from invoice 3344b

INVOICES PAID IN NOVEMBER

3519	MWVCOG	\$ 4,370.89
3562	MWVCOG	\$ 2,561.57
3583	MWVCOG	\$ 28.73

NSSA TREASURY

SUPPLEMENTAL BUDGET

24- 25 BUDGET TO ACTUALS

General Fund Revenues						
	2022-23 Actuals	2023-24 Actuals	2024-25 Adopted	24-25 Supplemental	24 - 25 ACTUALS	24 - 25 CURRENT
Beginning Fund Balance	\$ -	\$ 246,181.00	\$ 90,000.00	\$ 52,500.00	\$ 23,659.58	\$ 28,840.42
Marion County IGA	\$ -	\$ -	\$ 195,000.00	\$ -		
Other Local Revenue	\$ -	\$ -	\$ -	\$ -		
Miscellaneous	\$ -	\$ -	\$ -	\$ -		
	\$ -	\$ 246,181.00	\$ 285,000.00	\$ 52,500.00	\$ 23,659.58	\$ 28,840.42
General Fund Expenditures						
	2022-23 Actuals	2023-24 Actuals	2024-25 Adopted	2024-25 Proposed Supplemental	24 - 25 ACTUALS	24 - 25 CURRENT
Personal Services	\$ -	\$ -	\$ -	\$ -		
Materials and Services						
Managerial	\$ -	\$ 174,376.00	\$ 80,000.00	\$ 35,500.00	\$ 16,869.79	\$ 18,630.21
Audit	\$ -	\$ -	\$ -	\$ -		
Legal	\$ -	\$ -	\$ 30,000.00	\$ 5,000.00	\$ 4,982.50	\$ 17.50
Management Services	\$ -	\$ -	\$ -			
Travel - Out of Region	\$ -	\$ -	\$ -	\$ -		
Other Professional and	\$ -	\$ -	\$ -	\$ 3,000.00	1807.29	\$ 1,192.71
Consumable Supplies a	\$ -	\$ -	\$ 105,500.00	\$ -		
Dues and Fees	\$ -	\$ -	\$ 1,000.00	\$ -		
Liability Insurance	\$ -	\$ -	\$ -	\$ -		
LMI Fund	\$ -	\$ -	\$ 5,000.00	\$ 0.00		
M & S Subtotal	\$ -	\$ 174,376.00	\$ 221,500.00	\$ 43,500.00	\$ 23,659.58	\$ 19,840.42
Contingency	\$ -	\$ 22,215.00	\$ 63,500.00	\$ 9,000.00		
Total Appropriation	\$ -	\$ 196,591.00	\$ 285,000.00	\$ 52,500.00		
Reserves	\$ -	\$ 27,375.00	\$ -	\$ -		
Total Budget	\$ -	\$ 246,181.00	\$ 285,000.00	\$ 52,500.00	\$ 23,659.58	\$ 28,840.42



100 HIGH STREET S.E., Suite 200 | SALEM, OREGON 97301 | www.mwvcog.org
T: 503.588.6177 | F: 503-588-6094 | E: mwvcog@mwvcog.org
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Date: November 26, 2024
To: NSSA Board
From: Laura Conroy, Project Manager and Budget Officer
Subject: November Staff Report

Introduction

This memo provides an overview of staff activities for November in support of the NSSA. COG staff are monitoring the permitting and rule change processes being undertaken by the DEQ, planning for the 2025 legislative session as an opportunity for additional funding for Detroit/Idanha and to secure a permitting pathway for sewer infrastructure in the canyon, and supporting the NSSA Treasurer in amending the budget in response to a declination from Marion County Commissioners to fund NSSA except through the project funding and advisement from Marion County PW that NSSA cannot be funded by the project.

Communications

COG staff is continuing coordinate communications with Marion County to inform interested parties about the Santiam Sewer Project by attending bi-weekly project team meetings, creating content for the NSSA website, and frequent calls with interested parties eg. City of Salem, Confederated Tribes of Grande Ronde and Marion County project staff.

Permitting Pathway Meetings

COG staff attended virtually the EQC's hearing to consider Marion County's petition to amend the three-basin rule. The EQC initiated rule making. COG staff will engage in the rulemaking process with DEQ including participation in the rule advisory committee. COG staff are also assisting in the rule making process by reaching out to groups that commented on the petition and hosting meetings with the aim of establishing common understanding about the

topographical, geological and hydrological circumstances as well as the capabilities of the small batch reactor and ground infiltration technologies.

Now that EQC has initiated rule-making, COG will suspend efforts with the lobbyist for the City of Salem, the Confederated Tribes of Grande Ronde, the COG and the County aimed at finding support for a bill with the 2025 legislature to provide a statutory solution for the three basin rule. COG will continue, however, to support efforts to find additional funding to complete the Gates-Mill City phase of the project and full funding for the Idanha-Detroit phase.

Residential Septic Grants

The deadline for applying for residential septic grants has been extended to December 1. All funds must be obligated by December 15, 2024. COG sent a direct mailing out to over 600 individuals in Marion County the week of October 21st as a final effort to ensure property owners are informed of the opportunity of a reimbursement grant. An additional 20 applications were received. COG is on track to deliver over \$1M in reimbursement funds to low-income residents in Marion County for septic repair and replacement.

Budget

COG staff supported the NSSA in a supplemental budget process to align the budget with available funds by taking the following actions: drafting a proposed supplemental budget for the board's discussion and consideration, publishing notice of the supplemental budget meeting to the Statesman Journal and NSSA website on November 11th, posting notice of the NSSA board meeting and Supplemental Budget Hearing and staff that meeting on 11/18, drafting the minutes and resolution for Chair Kirsch to sign for the record.