



North Santiam Sewer Authority

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

NSSA Board Meeting #96

November 4, 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 October 7th Regular Board 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
11/04/2024	NSSA Regular Board Meeting	Mill City, City Hall and Zoom
12/02/2024	NSSA Regular Board Meeting	Mill City, City Hall and Zoom



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NSSA Board Meeting #95 Summary Notes

October 7, 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 Scofield; 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 outlining expenses and transactions for the month of September. The account balance stood at \$40,720 with allocations mentioned for specific expenditures needing adjustments. These adjustments will be presented in an upcoming resolution.

Janet Zeyen-Hall raised a question regarding the \$500 contribution for Emily's trip showing an expenditure of over \$1,000 in the budget. Chair Tim Kirsch and Vice-Chair Emily Scofield confirmed that the City of Gates contributed a \$500 match to the travel costs. To ensure accuracy this will be included in the ledger clarifying expenses.

Motion to **approve Treasure Report** was made by Nielsen, seconded by Scofield.
Unanimous Motion passed.

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

F. Staff Report (Conroy) (see packet)

G. County Update (Einmo)

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: 6:45p.m.



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Sewer Authority**

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NSSA TREASURY

NSSA TREASURY REPORT

FOR

OCTOBER 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				3519		\$40,720.20	MWVCOG Sept. Billable
October 15, 2024	\$40,720.20		\$17.95				\$40,702.25	Single Point service
October 18, 2024	\$40,702.25		\$4,982.50		145908		\$35,719.75	Cable Huston September billing

INVOICES RECEIVED IN OCTOBER

Invoice # 3472	MWVCOG	\$ 4,370.89	SEPTEMBER BILLING (NOT PAID)
			Pending budget adjustments
	CABLE HUSTON	\$ 4,982.50	SEPTEMBER BILLING (PAID)
	Single point	\$ 17.95	services

NSSA TREASURY

PROPOSED BUDGET ADJUSTMENTS.

24- 25 BUDGET TO ACTUALS

General Fund Revenue					
Description	FY 23-24 Adopted Budget	FY 24-25 Adopted Budget	FY 23-24 Initial Funds	FY 23-24 Actuals	FY 23-24 CURRENT FUNDS
BEGINNING FUND BALANCE	\$146,000	\$285,000	\$52,550	\$16,831	\$35,719
MARION COUNTY IGA	\$ -		\$0	\$0	\$0
OTHER LOCAL REVENUE	\$ -		0	0	0
MISCELLANEOUS	\$ -		0	0	0
TOTAL GENERAL FUND REVENUE	\$138,000		\$52,550	\$16,831	\$35,719
General Fund Expenditures					
Materials and Services	FY 23-24 Adopted Budget	FY 24-25 Adopted Budget	FY 24-25 Initial Funds	FY 24-25 Actuals	FY 24-25 Current Funds
MANAGERIAL	\$69,000	\$80,000	\$15,422	\$9,909	\$5,514
AUDIT SERVICES	\$12,000	\$0	\$1,800	\$150	\$1,650
LEGAL	\$5,000	\$30,000	\$5,286	\$4,371	\$915
MANAGEMENT SERVICES	\$ -		0	0	0
TRAVEL - OUT OF REGION	\$ -		0	0	0
OTHER PROFESSIONAL & TECH	\$2,500	\$0	\$1,935	\$1,218	\$718
CONSUMABLE SUPPLIES & MAT	\$ -	\$105,500.00	0	0	0
DUES & FEES (MWVCOG, LOC)	\$ -	\$1,000.00	0	0	0
LMI FUND	\$ -	\$5,000.00	0	0	0
Total Materials and Services	\$88,500	\$221,500	\$24,444	\$15,647	\$8,797
Contingency	FY 23-24 Adopted Budget	FY 23-24 Adopted Budget	FY 23-24 Initial Funds	FY 23-24 Actuals	FY 23-24 Current
CONTINGENCY	\$22,215	\$0	\$0	\$0	\$0
Total Contingency	\$22,215	\$22,215	\$0	\$0	\$0
Reserves	FY 23-24 Adopted Budget	FY 23-24 Adopted Budget	FY 23-24 Adopted Budget	FY 23-24 Actuals	FY 23-24 Current
RESERVES	\$27,375	\$63,500	\$29,590	\$0	\$29,590
Total Reserves	\$27,375	\$27,375	\$29,590	\$0	\$29,590
TOTAL BUDGETED EXPENDITURES	\$146,000	\$285,000	\$8,797	\$0	\$0
TOTAL BUDGETED REVENUES	\$146,000	\$247,550	\$0	\$0	\$0
BALANCED BUDGET (REVENUES - EXPEND	\$ -	\$ -	\$ -	\$ -	\$ -

NSSA TREASURY

BUDGET ADJUSTMENTS

MANAGERIAL

Current budget	\$ 5,514
Add from reserves	\$ 15,000
New budget	\$ 20,514

LEGAL

Current funds	\$ 915
Add from reserves	\$ 5,000
New Budget	\$ 5,915

RESERVES

Beginning funds	\$ 29,950
After transfer to Managerial	\$ 14,950
After transfer to Legal	\$ 9,950

NSSA TREASURY

24- 25 ADJUSTED BUDGET TO ACTUALS

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CONSUMABLE SUPPLIES & MAT	\$ -	\$105,500.00	0	0	0
DUES & FEES (MWVCOG, LOC)	\$ -	\$1,000.00	0	0	0
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RESERVES	\$27,375	\$63,500	\$29,590	\$20,000	\$9,590
Total Reserves	\$27,375	\$27,375	\$29,590	\$20,000	\$9,590



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Date: October 30, 2024
To: NSSA Board
From: Laura Conroy, Project Manager and Budget Officer
Subject: October Staff Report

Introduction

This memo provides an overview of staff activities for October 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.

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 and frequent calls with Marion County project manager Chris Einmo.

Regulatory /Legislative Pathway Meetings

COG has begun to coordinate efforts with the lobbyist for the City of Salem, the Confederated Tribes of Grande Ronde, the COG and the County towards an effort with the 2025 legislature to provide a statutory solution for the three basin rule which may occur more quickly than an administrative rule making process.

COG continues to monitor DEQ's process including reviewing the submitted comments and connecting with Mary Camarata regarding the EQC's agenda for its November 20/21st quarterly session when it will consider the petition.

Construction Funding

COG staff continued to meet with county staff, Business Oregon and the regional solutions team coordinator regarding other funding sources.

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.

Budget

COG staff confirmed with Marion County that NSSA will not receive additional funding in the 24-25 fiscal year. This means NSSA will need to go through a supplemental budget process to align the budget with available funds. The timeline for the Supplemental Budget process is as follows.

1. Supplemental Budget Process Sent to Statesman Journal on 11/4
2. Post Proposed Supplemental Budget to NSSA website on November 11th
3. NSSA Board holds a Supplemental Budget Hearing via zoon on November 18th
4. NSSA Board will hold a Supplemental Budget meeting at its regular meeting on December 2nd.