



**Twin Rocks Sanitary District
PO BOX 69
Rockaway, OR 97136**

MINUTES

Board Meeting April 13th, 2023

Board Members

- | | |
|-------------------|--------------|
| 1) Richard Seward | V/C |
| 2) Joann Baker | Secretary |
| 3) Jerry Berndt | Treasurer |
| 4) Ron Hemberry | Chairman |
| 5) Jerry Stanfill | Board Member |

Staff

Joe Nemeyer, Plant Operator
Cory Perkins, Plant Operator
Jennifer McHugh, Office Manager

MEETING CALLED TO ORDER 10:00 A.M

Roll Call by - Ron Hemberry; not at this meeting were Richard Seward, Jerry Berndt, and Joe (off)

All else were present – George Baker was in attendance as Public

MINUTES: Members read Minutes for **March 9th** meeting – Approve Minutes

Motion to approve Jerry S 2nd Ron H motion carried

FINANCIAL REPORT & AUTHORIZATION OF BILLS:

Approval of Bills and Financial Report – Checks # **5045 - 5057**

Motion to approve Jerry S 2nd Joann motion carried

Committee Reports:

Safety Comm. (Cory)-- *all is good*

Old Business

- **Electronic Billing – Financial Reporting – End of January Quarter on 3/31/23 we were at 98% collected. Starting the April Quarter** – we have sent out 517 invoices and have already collected \$38k in fees. For the FY we have sent out 2173 invoices for \$589k and have collected \$529k – so we are at 88% collected to date. April 2022 we were also at 88%. I do still have one outstanding SDC invoice – for the Duplex on Washington. As far as starting liens for the LB-50 – today we have 16 customers who have not paid 4 quarters and 2 that have not paid 3 quarters. So, we have 18 on our list today. My goal is to get that number down by half before I send out the LB-50. Last year we had 9 at a total of \$6k
There was some discussion on the LB-50 are when it is sent to the county.
- **Revised Sewer Rate** – the new rate was discussed at the Budget Committee meeting before this meeting.

New Business: No new business was presented

Correspondence: No Correspondence

STAFF REPORT

Plant Manager – Cory – We lost (went bad) a card in our PCL at our main lift station; EC Eclectic and Industrial Solutions came out and fixed this.

Advanced Excavation repaired a pipe at 1063 Coral that was hit by a line contractor at some point, that is why their pipe kept getting clogged. They are now repaired.

Installed a new cover at the generator building on a vent to retain heat.

We rebuild the bisulfite system, tubing for our chemical feed at our lift station.

Got set up with DEQ new on-line bill pay system.

We are all submitted and approved for our March DMR.

We did also get a new updated quote for our direct purchase for the new Blower from APSCO that is \$29k. That we will purchase on our own with a Sole Source Resolution that Jennifer is working on.

Jennifer explained this process in more detail and what was voted on in February for those that were not there.

Office Manager – Jennifer – I did finish the webinar on budgeting in March and did learn a few more things.

Time Off - I will be out of town the last week of April, on April 25th, Tuesday, - April 30th Sunday. 3 vacation days, will in in on Monday of that week. Then I will be out of town on May 6th, Saturday, - 9th Tuesday. 2 vacation days. We are getting in late on the 9th so I may be late on Wednesday the 10th. But I will be ready for the May 11th board meeting. I can send these dates out in the email.

I ordered and received my new desk and I am very happy with it. I should be more organized with it and I have space to spread out my work. We were in Portland for an apt. so my husband and I went to 3 office furniture shops. They all ended up being basically the same furniture with different services and pricing. I got 2 different quotes sent to me and what I ordered was the best in service and pricing. I hope you all like it.

On the internet project – I have been contacted by the construction manager, he came out and took pictures. I have been contacted by the Voice Implementation Project Manager to set up a conference call on 4/18 with all the Project Managers. I will keep everyone updated.

George (public) asked how the fiber optic works and Jennifer gave more explanation and how we will have a building internet & phone. Our phone and internet will include Watseco-Barview too.

Resolutions to sign – our Rate resolution (22/23-9), and a transfer funds in Capital Outlay for System Repair to Furniture (22/23-11).

Next month we will vote to approve the budget and sign that resolution (22/23-10).

Board Concerns - none at this time

Positions up for re-election 2023

Position 1 – Richard Seward, serves as Vice Chairman – not submitting for re-election

Position 2 – Joann Baker, serves as Secretary

Position 3 – Jerry Berndt, serves as Treasurer

Motion to adjourn Jerry S, seconded by Joann the meeting adjourned at 10:50 am
Next meeting: May 11th, 2023, Thursday
Budget Hearing Meeting and Board Meeting to follow

Ron Hemberry
Board Chairman

Date