



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

**MINUTES
Board Meeting – June 8th, 2023**

<u>Board Members</u>		<u>Staff</u>
1) Richard Seward	V/C	Joe Nemeyer, Plant Operator
2) Joann Baker	Secretary	Cory Perkins, Plant Operator
3) Jerry Berndt	Treasurer	Jennifer McHugh, Office Manager
4) Ron Hemberry	Chairman	
5) Jerry Stanfill	Board Member	

MEETING CALLED TO ORDER 8:57 A.M

Roll Call by - Ron Hemberry; not at this meeting were Joann Baker and Joe (off)
All else were present with added public in attendance of George Bean.

Presentation of Award to Richard Seward for his many years of dedication to community service as he is retiring as a board of director from Twin Rocks Sanitary District (2001 – 2023). Ron presented him with a plaque.

MINUTES: Members read Minutes for **May 11th** meeting – Approve Minutes

Motion to approve Jerry B 2nd Jerry S motion carried

FINANCIAL REPORT & AUTHORIZATION OF BILLS:

Approval of Bills and Financial Report – Checks # **5075 - 5097**

Motion to approve Jerry B 2nd Jerry S motion carried

Committee Reports:

Safety Comm. (Cory)-- *doing good* - Scheduled for fire extinguishers inspection for next week.

OLD BUSINESS:

- **LB-50 for the budget** - we have 15 customers who have not paid all year @ \$8,394. I sent out 3 more, 3 April annuals that have not paid as of this meeting. Now our list is 18 @ \$9,961. A couple of the list I have had in years past just wait to the very last minute. The LB-50 deadline date is July 17th with the county.
- **April invoicing** - Going well, in May we had 8 April Annuals not paid, today we have 3 unpaid. We had 26k outstanding at the last meeting and today we have 14k. We had 5 properties sales. And sent out 5 invoices last month. Collected another SDC fee. Today we are at 99% of invoices collected this FY.
- **Internet Project** - I did check with the project manager this week and currently they are waiting on Permits with TPUD. They did say the completion date is August 16th and the install part should be done early July. I will keep you updated.

NEW BUSINESS:

- **Election Results** - I have not heard from the county yet for the “official abstract of votes for the special election” we had in May. Next update from the County on counts should be today so I should receive official letter any day now.
- **SDIS Best Practices** – I am currently working on this now. Best Practices this year is all about Emergency Preparedness. Plan, Checklist, and a class. Setting up a new Vector Solutions for easy to do classes with SDAO. I have this set up and every one of you is now registered in it. At the next meeting I should have a step-by-step guide line for you to use the site and I will add classes for you to do at home when needed. It is really easy and won't take up much of your time.
- **Our Website** - I sent you on the reminder email with homework for this meeting - two website to look at. One was ours and one was a similar small sewer district here in Oregon. I took the class from SDAO last month on “ADA compliance for your website” and ours did not score well. The class was by Streamline which is a SDAO partner. I had a meeting with them last week on what they do and how we could make our website better. Our website just has the basics. But we do need to make it more compliant and with more information for our customers. The other website I asked you to look at was for South Suburban Sanitary District (SSSD) and their website was set up by Streamline. **Jerry B looked** at ours and SSSD and did like SSSD Streamline website's ease in navigating it and lots of information. Their website is similar to ours that it has their staff and board, their hours, their fees. It also has what we don't with all their agendas and board meeting minutes, a map of their area, their Budget, and announcements. Current costs annually for our website – Wix \$348 for Hosting the website and \$110 to Exact Hosting for Hosting the Domain for the website = under \$500 annually. Streamline would be \$1,500 annually and you would get so much more out of it – unlimited cloud storage for Board meeting minutes, resolution, and anything else that is for public. Jennifer's opinion – yes - this would be great. But it is a lot more money. We have more people that call me searching for the kind of information that is already on other Streamline small district websites. **look at the Case Study on the handout. I did call South Suburban Sanitary District and they really love their Streamline website, very easy to use and worth the money. Tabled for next month.
- **Employee Health Insurance** – Corey from Hudson came down and talked to our employees last week for open enrollment. Currently our Health & vision insurance is Moda – for 1 employee, 1,027.32 a month. Starting July this will go down to \$946.47. (Comparisons were on a handout) UHC (United Health Care) is the second option that is comparable to MODA they are good and offer close to what Moda does, but they are big and hard to use for customer service. The other 3 – you would need to make sure the doctor and/or hospital you want/need is in their plan. Our vote (employees) is to stay with MODA this next year. Dental is staying the same. The only other option is Moda and SDIS is Moda (Delta Dental). All agreed to stay with what we currently have for health care employee insurance.

Correspondence: Email from Tillamook County concerning Rip Rap in Pine Beach.

STAFF REPORT

Plant Manager – Cory – Blower is ordered, 22-week lead time. So, it will be a while still. I had gone to a TPUD meeting on Energy Efficiency and met with Dave Whippey. On June 14th we will have an energy audit with TPUD. That will allow us to receive any rebates for any energy efficient projects we do and the blower will fall into that. Will keep you advised on that. We did receive our 2 backup pumps I ordered. But we had a pump go out in the main lift station (it is a 3-pump system, 2 had been replaced previously) that we have not ordered a replacement for. I do have a new quote to replace it, \$17,500. It is a bigger pump than the other replacement backup pumps I already ordered. **Jerry B and Ron both commented and agreed as long as it is in the current budget and we do now need to replace it, it should be ordered.**

We did have a root problem at 17500 Ocean Blvd, Advanced Excavation will dig that up tomorrow to fix. The customer had a plumber come out first, the plumber called us, then I checked it. This was 2 feet on our side of the property line.

We did repair the head works wash down system, rebuilt the valve on that. Working on painting pipes and doors that have be rusting over the years, too.

Office Manager – Jennifer – I am taking my dog to the Vet on Monday – 9am apt. I will be in first time, then leave to a couple of hours and be back. I will be working on the filing system and see what records retention state rules we will need to follow. I may come in on a couple of Fridays in July and get this done as this project will not fall into my regular work hours. There is a lot to do. **All agreed that was fine.**

Board Concerns – Joe’s retirement gift (Ron) – Fishing trip options that Joann emailed out. Jerry S asked Cory what he would really be interested in. Cory thought between tuna or halibut fishing, Joe would go with his buddy for halibut. Cory will check with Joe on what he would be more interested in. How much should be spent? There was some discussion on how much things cost and what gift to get. **Jerry B motioned on a limit of \$700, Jerry S seconded it. All voted unanimously**

**Motion to adjourn Jerry S, seconded by Jerry B, the meeting adjourned at 10:13 am
Next meeting: July 13th, 2023, Thursday**

Ron Hemberry
Board Chairman

Date