

NETARTS-OCEANSIDE SANITARY DISTRICT  
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April 16, 2026

**FY 2026-27 BUDGET COMMITTEE MEETING TO REVIEW AND TAKE PUBLIC COMMENT ON PROPOSED BUDGET.**

**Budget Committee Members Present:**

John Prather, Board Chairperson  
Jim Carlson, Member-At-Large  
Simeon Dreyfuss, Treasurer  
Jeff McBrayer, Member-At-Large  
Jerry Keene, Secretary  
Nancy Seiff, Budget Committee Member  
Craig Child, Budget Committee Member  
Sam Brown, Budget Committee Member  
Sue Miller, Budget Committee Member  
Michael (unverified) via video

1. The Budget Committee Meeting to review and take public comments on the FY 2026-27 Proposed Budget was called to order at 5:00 P.M., by John Prather, Board Chairperson.
2. At this time every Committee member made a self-introduction.
3. Confirmation of Meeting Schedule – FY 2026-27 Budget Calendar, no questions from the Budget Committee.
4. Treasurer Simeon Dreyfuss presents the Proposed FY 2026-27 Budget Message and Documents. Dreyfuss and Mello explained all the line items and all questions were answered.
5. Budget Committee/Community input of FY 2026-27 Proposed Budget.
6. There being no further discussion on the FY 2026-27 review and public comments for the Proposed Budget, Prather adjourned the Budget Meeting at 5:36 P.M. and went into the Regular Board Meeting.

## **REGULAR BOARD OF DIRECTOR'S MEETING**

Minutes of the April 16, 2026, regular monthly meeting of the Netarts-Oceanside Sanitary District Board of Directors.

1. The regular monthly meeting of the Netarts-Oceanside Sanitary District (NOSD) Board of Directors was called to order at 5:40 P.M. by John Prather, Board Chairperson. The meeting was held in the NOSD Board Room.

**BOARD MEMBERS PRESENT:**

John Prather, Board Chairperson  
Jim Carlson, Member-At-Large  
Jeff McBrayer, Member-At-Large  
Simeon Dreyfuss, Treasurer  
Jerry Keene, Secretary

**EMPLOYEES PRESENT:**

Daniel Mello, District Superintendent  
Erin Mello, Office Manager  
Brian Mello, Lead Operator  
Shawn Parker, Ass't Lead Operator  
LeeAnn McNutt, Office Specialist  
Jacey Pyatt, Ass't Office Manager  
Ramen Pyatt, Operator

2. Approval of Agenda. **It was a consensus of the Board to approve the Agenda as presented.**
3. **GUESTS: Michael (unverified) via video.**
4. **PUBLIC COMMENTS: NONE**
5. **BOARD QUESTIONS ; COMMENTS ; DISCUSSION : Dreyfuss brings up the District needing a Facebook page but also the issues that we could face. He feels that having a Facebook page for releasing information but not engaging in comments would be beneficial. The Board has decided to add this item to the May 21, 2026, Agenda for further discussion.**
6. The Board reviewed the previously distributed **Minutes** of:
  - A. March 19, 2026, Regular Board of Directors meeting Minutes. **McBrayer Moved to approve the March 19, 2026, Regular Board meeting Minutes as presented. Dreyfuss seconded. Motion passed by a vote of 5 to 0.**
  - B. March 19, 2026, Workshop meeting Minutes. **McBrayer Moved to approve the March 19, 2026, Workshop meeting Minutes as presented. Carlson seconded. Motion passed by a vote of 5 to 0.**
7. The Board reviewed the **Financial Statements** for:
  - A. **February 28, 2026**, for all Funds. Dan Mello and Erin Mello answered all questions to the Board's satisfaction.

B. New Financial Document for review and approval. Dan Mello and Erin Mello went over the new Financial Documents for March 31, 2026. **Dreyfuss Moved to approve the March 31, 2026, Financial Statements as presented. McBrayer seconded. Motion passed by a vote of 5 to 0.**

8. March 2026 **Board Audit** for review:

**March 2026**

General Fund in the amount of:	\$156,950.94
Capital Resource Fund in the amount of:	<u>\$882.50</u>
Total	\$157,833.44

Dan Mello and Erin Mello answered all questions concerning the Board Audit to the Board's satisfaction.

9. **DISTRICT REPORT:** A copy of Mello's Operation and Maintenance Summaries is attached. The following additional information was presented and discussed.

March 2026 Discharge Report had no violations.

The average discharge to the Outfall of TSS was 2.0 mg/L and 3.52 mg/L of BOD for the month of March 2026. Our Permit allows 30 mg/L monthly average for each. The Treatment Plant's removal efficiency is 98.7% TSS and 97.9% BOD: the Permit requires a minimum of 85% removal.

**Collection System:**

Mello stated that the lot at 1600 Portland Ave, in Oceanside has encroached on the NOSD utility easement. They have built steel and concrete walls and are filled with soil and landscaping that covers the sewer and storm drain piping. This was done by the property owner and their contractor without written permission from the Tillamook County Public Works Department and NOSD. Mello spoke with Chris Laity from Tillamook County Public Works on April 13, 2026. Laity met with the property owner and informed them that the easement must be cleared.

Mello states that Cougar Ridge development has submitted drawings to NOSD and Westech for review of their planned phase 2 and 3 sewers for expansion to the remaining lots. Mello states that there are no updates from last month.

Mello states that the district is receiving requests for portable coffee/food carts to be placed and connected to the sewer system. Mello has sent our legal council a copy of Ordinance No. 78-01 that contains some grease interceptor maintenance requirements for review.

**Pump Stations:**

Mello stated that the Main PS has issues with flow failures on one pump train set that we believe is an electrical issue in the control panel. We have contacted Xylem and TAG to assist with troubleshooting. Mello states that this is an ongoing assessment.

Mello states that the Main PS soft start failure on pump 1B has been repaired.

All other pump stations are operating without issues.

**Treatment Plant:**

Mello stated that the Treatment Plant is operating well within its permit limits.

**Capital Improvement Projects:**

Mello states that the Lower Avalon PS pre-design was approved by DEQ to move into final design. No update from last month.

**New Equipment Purchase/Repair Request:**

Mello states that the Xylem crane truck has been delivered to NOSD. When Dave Olsen from Xylem receives the title, he will bring it to NOSD and Mello will go to DMV with him to change the registration.

Mello states that he and Brian met with Cues to discuss the total cost for the upgrades to the camera van at the quoted estimate at \$47,648.55. After their discussion they got the cost reduced to \$41,734.06.

**Office Equipment Purchases and Updates:**

Mello states that we are looking into updating the office copier. Erin will get options and costs for purchase or lease.

**Personnel:**

Mello states that Ramen Pyatt has fulfilled all work requirements and DEQ testing. He is now a regular full-time operator for NOSD.

**Operations Summary Updated May 12, 2025:**

The District's Treatment Plant has been in operation for ten plus years and is now requiring continual attention. We have replaced the treatment plants Air Valves and replaced or rebuilt the blowers in 2022 and 2023. Several pump stations have been in service since 2005 since their last major update. The Netarts pump station had its control panel updated June 2021 and the generator transfer switch was replaced in January 2023. The Ocean Highlands pump station had the pump control panel replaced on May 1, 2025.

We have added additional manual transfer switches to the Netarts and Oceanside pump stations for additional power redundancy. The Happy Camp pump station is the last of the functioning Multitrode Control Panels that are now obsolete.

The district should budget or plan approximately \$85k each to upgrade these control panels over the next three to five years. This cost can be addressed by scheduling to change out a single control panel each budget year.

The Ocean Highlands PS has had a failure of the onsite generator. The generator engine is obsolete as well as parts of the generator itself. On September 22, 2023, an order for a replacement generator was placed at a cost of \$27,548.81. The replacement generator was installed on June 23, 2025. The district has completed its permit required sludge depth survey. The district should start increasing its budget biosolids line item to approximately \$200k over the next 5 years to meet the costs of disposal. The 2025/26 budget currently has \$185,179 in the line item if approved.

In 2024 the district added additional power redundancy to the Oceanside and Netarts Pump stations with the addition of Manual Transfer Switches and a portable generator. If there is a utility power failure and the onsite generator fails at Netarts PS, the portable generator can be plugged in and used until repairs are made. If there is a power transmission line failure or disruption to the Oceanside PS, then the portable generator can be connected to the pump station until the transmission line can be repaired. The district has plans to add these manual transfer switches to all the remaining pump stations.

Although the system overall is performing well, annual costs are increasing for repairs and maintenance. Some of the original equipment is now obsolete or the cost of repair exceeds replacement costs. This is also made more difficult with the increasing unavailability and long lead times to receive parts. We are facing on average 5-7 weeks and as much as 14-17 weeks for parts and repairs services.

The District's NPDES permit requires annual maintenance to reduce the inflow and infiltration (I&I) into its collection system. We have spent annually on average \$40K for I&I reduction but predict increasing that to approximately \$60k and adding an additional operator to keep up with the repairs.

With the increased maintenance of the WWTP and pump stations, more operator time is needed to inspect the collection system on a regular time schedule. The video inspection is needed to find the I&I, root intrusion and potential overflow issues so we can schedule repairs. Operator positions are becoming increasingly difficult to fill, due to a larger demand for operators throughout the state. We have filled one open operator position, added, and filled the operator/trainee position in August and September 2022.

## 10. OLD BUSINESS:

A. Avalon Pump Station Project: **Discussed in District Report.**

B. Workshop Update: **The Board has scheduled the next Workshop Meeting for July 16, 2026, at 4:00 P.M.**

- C. SDAO Annual Conference Attendee Comments: **Prather presents his notes from the SDAO Conference.**
- D. Kyocera Copy Machine Contract: **The Board has tabled this item until the next fiscal year.**

**11. NEW BUSINESS:**

- A. Resolution 26-01; “A Resolution Amending and Adopting Public Works Design Standards For Netarts-Oceanside Sanitary District”: **McBrayer Moved to approve Resolution 26-01; “A Resolution Amending and Adopting Public Works Design Standards For Netarts-Oceanside Sanitary District”. Dreyfuss seconded. Motion passed by a vote of 5 to 0.**
- B. Board Duties and Responsibilities Policy Manual: **This item has been tabled until the May 21, 2026, meeting.**
- C. 1<sup>st</sup> Reading of Ordinance 26-01 “An Ordinance Amending Ordinance 78-1 Adding Provisions for Food Service Establishments: At this time Prather did the 1<sup>st</sup> reading of Ordinance 26-01. The 2<sup>nd</sup> reading of Ordinance 26-01 will be at the Regular Board of Directors meeting, which will be held May 21, 2026, at 5:30 P.M. **Mello will look into other sewer departments to see how they handle charging SDC’s and User Fee’s for a food truck and report back to the Board at the May 21, 2026, meeting.**

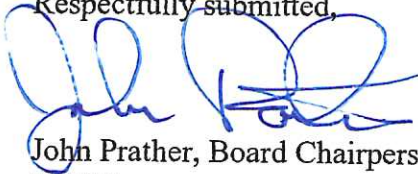
**12. CORRESPONDENCE: NONE**

**13. EXECUTIVE SESSION: NONE**

14. **There being no further business, Prather adjourned the meeting at 6:46 P.M.** The next meeting will be the 2<sup>nd</sup> Budget and Regular Board Meeting on May 21, 2026.

**For full details of this Board Meeting, please visit our website at [www.n-o-s-d.com](http://www.n-o-s-d.com)**

Respectfully submitted,



John Prather, Board Chairperson  
JP/EM

April 2026 Regular Board Meeting.doc