

**NETARTS-OCEANSIDE SANITARY DISTRICT
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October 16, 2025

REGULAR BOARD OF DIRECTOR'S MEETING

Minutes of the October 16, 2025, 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 5:30 P.M. by Jerry Keene, Treasurer. The meeting was held in the NOSD Board Room.

BOARD MEMBERS PRESENT:

Jerry Keene, Treasurer
Jim Carlson, Member-At-Large
Simeon Dreyfuss, 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
Leancon Loving, Operator
Ramen Pyatt, Operator/Trainee

2. Approval of Agenda. **It was a consensus of the Board to approve the Agenda as amended.**

3. **GUESTS: NONE**

4. **PUBLIC COMMENTS: NONE**

5. **BOARD QUESTIONS ; COMMENTS ; DISCUSSION : NONE**

6. The Board reviewed the previously distributed **Minutes** of:
September 18, 2025, Regular Board of Directors' Meeting.
Dreyfuss Moved to approve the September 18, 2025, Regular Board of Directors' meeting Minutes as amended. Carlson seconded. Motion passed by a vote of 3 to 0.

7. The Board reviewed the **Financial Statements** for: **September 30, 2025**, for all Funds. Dan Mello and Erin Mello answered all questions to the Board's satisfaction. **Dreyfuss Moved to approve the September 30, 2025, Financial Statements as presented. Carlson seconded. Motion passed by a vote of 3 to 0.**

8. September 2025 **Board Audit** for review:

September 2025

General Fund in the amount of:	\$158,619.65
Capital Resource Fund in the amount of:	<u>\$2,851.31</u>
Total	\$161,470.96

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.

September 2025 Discharge Report had no violations.

The average discharge to the Outfall of TSS was 0 mg/L and 4.0 mg/L of BOD for the month of September 2025. Our Permit allows 30 mg/L monthly average for each. The Treatment Plant's removal efficiency is 100% TSS and 99% BOD: the Permit requires a minimum of 85% removal.

Collection System:

Mello states that Bayside Surveying is to verify the easement alignment with the as-built drawings for tax lot 300 off 131. They are planning to perform the onsite survey in mid-December.

Mello states that a draft IGA between NWD and NOSD has been sent to them. Mello sent an email to legal requesting to see if they have had a response. **Mello informed the Board that there has been no response from the Netarts Water District. The Board would like Mello to attempt to get ahold of the manager to see if we can get this resolved.**

Pump Stations:

Mello states that the old Ocean Highlands PS generator is currently stored in the back of the front shop. Mello has contacted legal counsel to draft a Resolution to transfer ownership to the Netarts Oceanside Fire District. Mello was late sending the request to legal but hopes to have a draft this week to hand out at the meeting. **Mello received the draft Resolution 25-08, and it has been added to the Agenda for approval.**

All other pump stations are operating without issues

Treatment Plant:

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

Mello states that the district has a maintenance agreement with Wedeco. Over the last year or so we have had many problems with the repairs done by their technicians. On July 17th Brian and I had a team video meeting with two Wedeco representatives to discuss these concerns. We have not received the agreed upon 8 hours of onsite maintenance/repair work. Therefore, the UV unit is not operating at its designed compacity. Wedeco agreed to send a technician here for three 8-hour days at the cost of 1 day to the district.

The technician arrived onsite on Tuesday, October 7th and began work. By Wednesday, October 8th we were out of most of the spare parts we had and to overnight the new parts at a cost of \$28,210.70. These parts were required to complete the repairs needed while the technician was onsite. The UV is now operating at nearly 100%. **After a brief discussion the Board would like Mello to call around to other Wedeco customers to see if they are having the same issues with technicians.**

Capital Improvement Projects:

Mello states that the Lower Avalon PS project pre-design was submitted to DEQ for review on September 26, 2025. DEQ responded on October 9, 2025, with approval to move into the full design stage.

New Equipment Purchase/Repair Request:

Mello states that NCC Controls Company scheduled to replace the office HVAC unit has moved to early November. Mello spoke to a representative of Northwest Controls on Monday, October 13, 2025, and said the HVAC unit has been shipped.

Office Equipment Purchases and Updates:

Mello states that LeeAnn's computer has been having issues with randomly shutting down and not letting her log on without a special passcode. CenterLogic cannot seem to get the issues resolved so he has ordered a new computer. The cost is \$974.19 plus 2 to 3 hours of CenterLogic setup time.

Personnel:

None

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 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 estimated schedule to install the replacement generator is in June 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 has 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 future 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 Districts 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 locate the I & I, root intrusion and potential overflow issues, so we can schedule repairs. Operator positions are becoming increasingly difficult to fill, due to the larger demand for operators throughout the state. We have filled one open operator position, added, and filled an additional operator/trainee position in August and September 2022.

10. OLD BUSINESS:

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

B. Conex Site Update: **This project has been completed and can be removed from future Agendas.**

C. Workshop Update: **NONE**

D. NOSD/NWD IGA Draft: **Discussed in District Report.**

E. Email from Pam Zielinski regarding SDC reductions: **Mello will send Pam Zielinski an email stating that the Board declines reducing the SDC prices.**

11. NEW BUSINESS:

A. Resolution 25-07; A Resolution Revising the Low Income Assistance Program. **Dreyfuss Moved to approve Resolution 25-07; A Resolution Revising the Low Income Assistance Program. Carlson seconded. Motion passed by a vote of 3 to 0.**

B. Resolution 25-08; Declaration of Surplus Property and Donation to Netarts-Oceanside Rural Fire Protection District. **Carlson Moved to approve Resolution 25-08; Declaration of Surplus Property and Donation to Netarts-Oceanside Rural Fire Protection District. Dreyfuss seconded. Motion passed by a vote of 3 to 0.**

12. CORRESPONDENCE: NONE

13. EXECUTIVE SESSION: NONE

14. **There being no further business, Keene adjourned the meeting at 6:13 P.M.** The next meeting will be the Regular Board Meeting on November 20, 2025.

For full details of this Board Meeting, please visit our website at www.n-o-s-d.com

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'S. Dreyfuss', written in a cursive style.

Simeon Dreyfuss, Secretary
SD/EM

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