

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

Minutes of the May 21, 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 5:30 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  
Nick Reneau, Operator  
Leancon Loving, Operator

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

3. **GUESTS: Michael Miller via video.**

4. **PUBLIC COMMENTS: NONE**

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

6. The Board reviewed the previously distributed **Minutes** of:  
April 16, 2026, Regular Board of Directors meeting Minutes. **Dreyfuss Moved to approve the April 16, 2026, Regular Board meeting Minutes as presented. McBrayer seconded. Motion passed by a vote of 5 to 0.**

7. The Board reviewed the **Financial Statements** for:  
A. **March 31, 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 April 30, 2026. **Dreyfuss Moved to approve the April 30, 2026, Financial Statements as presented. McBrayer seconded. Motion passed by a vote of 5 to 0.**

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

**April 2026**

General Fund in the amount of:	\$143,563.14
System Development Fund in the amount of:	\$17,019.50
Capital Resource Fund in the amount of:	<u>\$75,000.00</u>
Total	\$235,582.64

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.

April 2026 Discharge Report had no violations.

The average discharge to the Outfall of TSS was 4.4 mg/L and 6.0 mg/L of BOD for the month of April 2026. Our Permit allows 30 mg/L monthly average for each. The Treatment Plant's removal efficiency is 98.2% TSS and 97.6% BOD: the Permit requires a minimum of 85% removal.

**Mello informs the Board that we have not increased the amount that we charge the Port of Tillamook Bay for running their monthly lab testing in quite sometime and with the cost of supplies increasing, NOSD and POTB have decided to increase each BOD test to \$100.00.**

**Collection System:**

Mello stated that the lot at 1600 Portland Ave, in Oceanside has been directed by Tillamook County Public Works Department to remove everything from the right of way that was added. I received an update from Chris Laity at Tillamook County Public Works on 5/18/2026. Laity reported that the building department is withholding the final inspection and occupancy until the easement is cleared.

Mello states that the district has received a request for portable coffee/food cart to be placed and connected to the sewer system. Mello states that the Cham's are moving forward with the food cart project.

Mello states that on Saturday, May 9, 2026, he received a call from Brian that there was sewer lateral line that was plugged and possibly crushed. After arriving onsite and having an excavator dig up and expose the pipe. We discovered that the directional drilling company had drilled through the lateral. The drilling company was notified to respond to remove the drill pipe from the lateral so we could make the repairs.

**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 effluent had a pump failure. The pump was sent to Xylem for repairs, and it was discovered that the failure was catastrophic, and the repair was estimated at \$19,691.40. Mello contacted Dave at Xylem and requested a quote for new pump and it was \$16,648.25. Mello ordered the new pump on 5/14/2026.

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 project is moving forward. Mello is working with the electrical engineer for placement of structures and components.

**New Equipment Purchase/Repair Request:**

Mello states that the Xylem crane truck has been delivered to NOSD. The truck is titled to NOSD and is ready for use. We are scheduling to install logos on the doors. We are planning to add our portable generator/welder to the truck bed to complete the outfitting for service.

**Mello states that our 2001 crane truck is in the shop at S&R, getting repaired. Mello has authorized S&R to replace all the ejector units**

Mello states that Cues has installed the newly upgraded computer in the camera van. Cues is building the custom programs and will notify NOSD to set up a schedule for downloading.

Mello states that TAG has received the new security cameras and equipment. Next, they will schedule time for the installation and said the project will be completed before June 30<sup>th</sup>.

**Office Equipment Purchases and Updates:**

Mello states that we are looking into updating the office copier. The copier costs will be presented in July.

**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 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. 2<sup>nd</sup> Reading and Adoption of Ordinance 26-01 “An Ordinance Amending Ordinance 78-1 Adopting Fats, Oils and Grease Removal For Food Service Establishment”. **McBrayer made a motion to open discussion on Ordinance 26-01. Dreyfuss seconded. McBrayer Moved to approve and Adopt Ordinance 26-01 “An Ordinance Amending Ordinance 78-1 Adopting Fats, Oils and Grease Removal For Food Service Establishments”. Dreyfuss seconded. Motion passed by a vote of 5 to 0.**
- D. Board Duties and Responsibilities Policy Manual: **After a brief discussion the Board has tabled this policy until the June 18, 2026, meeting.**

**11. NEW BUSINESS:** District Facebook page: **After a brief discussion and several concerns the Board has decided to have Mello ask legal counsel about the risks of having a Facebook page. Mello will report back to the Board at the June 18, 2026, meeting.**

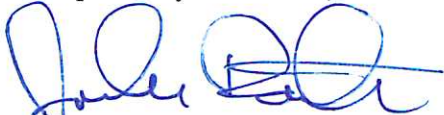
**12. CORRESPONDENCE:** SDAO Board Member Vacancy:

**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 FY 2026-27, Budget Hearing and Regular Board Meeting on June 18, 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

May 2026 Regular Board Meeting.doc