

MINUTES OF THE GREEN AREA WATER & SANITARY AUTHORITY
BOARD OF DIRECTORS MEETING
July 14, 2022

Board Chair Tracey Parker called the regular Board meeting to order at 5:02pm. Present were Board Directors Tracey Parker (via Zoom), Brenda Kingry, Carolyn White and Steve Lusch. Also present were GAWSA employees David Campos (via Zoom), Alan Paulson, and Shannon Miller. Also present was Chris Sherlock, Superintendent of the Winston-Green Regional Wastewater Treatment Plant.

Director Brenda Kingry made motion to approve the following leak adjustment requests:

Colton Campbell: calculated credit \$62.55

William Leno: calculated credit \$100.00

Director Tom Fullbright seconded the motion. The motion passed unanimously.

President Parker presented a request from water availability from Joseph Leininger for property located above the water reservoir on Speedway Road. The Board briefly discussed the request. Director Fullbright made a motion to approve the request for water availability. Director Steve Lusch seconded the motion. The motion passed unanimously.

Director Fullbright made a motion to approve the June Budget Hearing and regular Board meeting minutes, and June accounts payable. Director Kingry seconded the motion. The motion was unanimously approved.

General Manager David Campos presented the General Manager's Report. David stated that the office submitted two delinquent 'sewer service-only' accounts to the Douglas County Tax Assessor for collection. Because these accounts were not tied to water service, turnover for tax collection is our only option for collecting the delinquent balances. Office staff has done a great job of communicating to customers that if their sewer balances are not brought current, their water service may be shut off.

David stated that the need to adopt new rules and regulations has become more urgent since consolidation of the two services. David requested a committee from the Board to be involved in drafting the new rules and regulations. Directors Kingry and Lusch volunteered to serve on the committee.

David informed the Board that he has not received an update from Rogers Engineering for the sanitary office remodel.

David stated that Umpqua Bank has recently begun charging account analysis fees on GAWSA's checking accounts. David added that the fees are quite substantial. David is proposing to explore our options for a new financial institution-of-record. The consensus of the Board was that it is a good idea to evaluate our current banking relationship and consider other options.

Collections System Supervisor Shannon Miller presented the sanitary operations report. Shannon stated there are delays in procuring the new CCTV trailer, citing COVID as the main reason for delays.

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Regarding the structure demolition at the Authority's Krohn Lane property, Shannon stated that all the structures have been removed and site clean-up is in process.

Shannon stated that G4 Pumpstation is running smoothly.

Operations Superintendent Alan Paulson presented the water operations report. Alan informed the Board of the Water Department's Outstanding Performer designation resulting from the recent system survey. The designation translates to less frequent system surveys going forward.

Alan reported that operations is running smoothly.

Wastewater treatment plant superintendent Chris Sherlock presented his monthly report. Chris stated that biosolids application is delayed due to a wet June, but application will begin soon.

Chris Sherlock presented the following purchase requests:

- 1) Pump De-ragger: Staff is currently cleaning pump 4-5 times per week due to clogging from rags a.k.a. flushable wipes. The total cost is \$13,450, and GAWSA's portion of the cost is \$6,725.
- 2) Dissolved Oxygen Actuator for the aeration basin: The total cost is \$36,848, and GAWSA's portion of the cost is \$18,242.
- 3) Task Order Amendment #7, Carollo Engineers: WWTP Loan and flow projections for the facility would determine whether upgrades/expansion is needed soon. The total cost is \$44,172, and GAWSA's portion of the cost is \$22,086.

Director Fullbright made a motion to approve the three purchase requests. Director Kingry seconded the motion. The motion passed unanimously.

For the good of the order, Shannon Miller received a message from customer Earl Pennington, praising wastewater treatment plant staff's hard work and courtesy towards the residents in the area.

There being no further business before the Board, Director Lusch made a motion to adjourn the meeting. Director Kingry seconded the motion. President Parker adjourned the meeting at 5:23pm.

Steve Lusch, Board Secretary

Tracey Parker, Board Chair

**GAWSA
ACCOUNTS PAYABLE
JULY 2022**

DATE	CK#	ACCOUNTS PAYABLE FOR JULY 2022		AMOUNT
7/5/2022	ACH	Intuit QuickBooks	Monthly subscription	182.00
7/15/2022	ACH	BMS Technologies	June billing statements/CCR printing & mailing	2,327.87
7/26/2022	ACH	Douglas Fast Net	Phone/Internet service	1,620.80
7/20/2022	10534	Edward Jones Co.	Quarterly SEP IRA contribution	23,647.56
7/25/2022	10535-10545	Various customer accounts	Refunds on final billing	260.27
"	10546	Atlas Copco Compressors	WTP compressor repair	3,315.55
"	10547	Avista	Nat. Gas utility - Both offices, Carnes, Highland Vista	120.97
"	10548	Bassett-Hyland Energy Co.	Fuel 6/1 - 6/30	1,812.64
"	10549	Canon Solutions America	Office & WTP copier maintenance	80.12
"	10550	Camp Creek Electric	WTP - Power meter, MCC upgrade, electrical panel	57,460.00
"	10551	Camtronics, Inc.	G4 - flow meter install, PLC, travel costs	1,227.30
"	10552	Chuck Swarm & Family Auto	Oil changes - sanitary Chevy 1500, GMC 2500	109.23
"	10553	City of Winston	WWTP Personnel Services, May	20,500.61
"	10554	Continental Utility Solutions Inc.	June merchant fees, CWP echeck fees	1,886.32
"	10555	Environ-Clean Equipment	Pump parts for sanitary flusher truck	304.05
"	10556	Flury Supply	Fire hoses and nozzle	624.77
"	10557	Harrington Industrial Plastics	Replace Miox transfer pump	579.65
"	10558	IVR Technology Group	May/June IVR maintenance/tx fees	255.34
"	10559	NW Local Gov't Legal Advisors	Communication w/ Chase Bank re: WTP loan	111.95
"	10560	Milwaukee Pump Co.	Parts for flusher truck repair	8,687.95
"	10561	Occuhealth	ODOT Physical - AP	110.00
"	10562	Onsite Wastewater Management	Rising River RV PS maintenance	250.00
"	10563	Oregon Linen	Rug service - water office	64.80
"	10564	Oregon Tool & Supply	Bit for roto hammer, pressure washer gun, hot saw	1,074.90
"	10565	Popeye's Pump & Backflow	28 non-comp backflow tests	1,260.00
"	10566	Pacific Power	Electricity - sanitary office, pumpstations, rentals	1,696.99
"	10567	RUSA	Asbestos training class - JM, TC	110.00
"	10568	SDIS	August health/supplemental insurance premiums	16,125.12
"	10569	Streamline	GAWSA website fee 22-23	2,400.00
"	10570	Systech Consulting	Managed service plan	1,129.00
"	10571	SWS Equipment	Flusher truck nozzles	848.20
"	10572	Stapel Pest Solutions	July pest control services - sanitary office	45.00
"	10573	Trojan UV	Sensor assembly and UVSwift dosimeter board	10,424.70
"	10574	Umpqua Rearch	Water sample testing	2,906.10
"	10575	UBOS	Annual dues 22-23	30.00
"	10576	Verizon Wireless	Tablet line	116.70
"	10577	Winston Auto Parts	oil/filter/battery - Dodge service trk, spark plug - saw	250.48
"	10578	Winston Sanitary Service	Weekly dumpter @ Carnes, Krohn Ln demo	1,877.80
TOTAL ACCOUNTS PAYABLE FOR JULY 2022				<u>165,834.74</u>

**WINSTON-GREEN WWTF
ACCOUNTS PAYABLE - JULY 2022**

DATE	CK #	PLANT ACCOUNTS PAYABLE FOR MAY/JUNE PAID IN JULY 2022		
07/01/22	14435	Douglas County Solid Waste	Landfill fees - grit/screenings - May/June	349.68

DATE	CK #	PLANT ACCOUNTS PAYABLE FOR JULY PAID IN JUNE 2022		
06/15/22	14408	Stanley Convergent Security Sol	Monthly security service - July	204.95

DATE	CK #	PLANT ACCOUNTS PAYABLE FOR JULY 2022		
07/01/22	14433	Dept of Environmental Quality	Annual NPDES permit fee	12,094.00
"	14434	Dept of Environmental Quality	Annual WW System Opr Certificate Prog	360.00
07/29/22	14436	Addcox Heating Center	Routine maintenance A/C	187.00
"	14437	Amazon Business	Mower parts, spare parts, lab materials	1,085.76
"	14438	Bean Electric	Exhaust fan repair	100.00
"	14439	C&S Fire Safe Services	Fire extinguisher	815.00
"	14440	Cooper's Pest Control	Monthly pest control service - July	115.00
"	14441	Diamond Power Equipment	Trimmer accessories	462.00
"	14442	Grainger	Misc fittings	330.44
"	14443	Graphic Equipment Corporation	Plow	892.00
"	14444	GAWSA	Water service 6/10-7/10	246.00
"	14445	OAWU	Annual summer conference - BL	365.00
"	14446	Sierra Springs	Bottled water service - July	72.38
"	14447	Stanley Convergent Security Sol	Monthly security service - August	204.95
"	14448	Staples	Office supplies	241.06
"	14449	The Automation Group	Sludge pump VFD repair	984.88
"	14450	USABlueBook	Lab materials	1,310.07
"	14451	Virginia Rubber Corporation	Tanker repair parts	126.75
"	14452	Wilson Equipment	Bobcat motor	1,690.51
				21,682.80

GREEN AREA WATER & SANITARY AUTHORITY
GENERAL MANAGER'S REPORT
August 11, 2022

GAWSA Rules & Regulations

Office staff has begun reviewing the current rules and regulations ordinances from Roberts Creek Water District and Green Sanitary District. We plan to outline the current regulations, highlighted areas that need to be addressed. Once we have an outline to present, we will reach out to the committee to meet and discuss.

GAWSA Financial Statement Audit Contract

Neuner Davidson Co. submitted a contract proposal with a not-to-exceed amount of \$23,000. It is anticipated that the first-year audit for GAWSA will have a higher fee due to increased analysis and testing. The final audit contracts for RCWD and GSD contained not-to-exceed amount of \$9,900 and \$12700, respectively.

GAWSA Financial Institution-of-Record

I reached out to Umpqua Bank again regarding our concerns with the account fees being assessed. We were able to reach an agreement on a fee structure that would translate to monthly fees of less than \$100. Considering my inquiry with Chase Bank regarding our banking accounts and potential fees, this amount seemed reasonable. For the time being, I am comfortable with continuing with Umpqua Bank as our financial institution-of-record but I would still like to evaluate our options when more time is available.

SDAO Best Practices Checklist

To receive credit on our insurance premiums, there are a couple items that need to be addressed:

- Enrollment in the SDAO Board Leadership Academy by two Board members (2% credit)
- Board duties and Responsibilities Policy (2% credit)
- SDAO/SDIS Training: ALL Board members must attend a class on Board duties/responsibilities OR engagement by the Board in the SDAO Board Practices Assessment (2% credit)

I will be attending the Board of Directors and Management Staff training seminar in Cottage Grove on Aug. 16. If any Board members would like to attend, I can register on your behalf. A virtual option is also available on Aug. 31.



July 20, 2022

Board of Directors
Green Area Water and Sanitary Authority
4336 Old Hwy 99 S
Roseburg, OR 97471

Enclosed you will find two copies of our Audit Contract for 2021-2022.

Please sign both copies; retain one for your files and return one to us in the self-addressed envelope.

We are pleased to confirm our understanding of the services we are to provide Green Area Water and Sanitary Authority (the Authority) for the year ended June 30, 2022.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, and the disclosures, which collectively comprise the basic financial statements of the Authority as of and for the year ending June 30, 2022. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the Authority's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the Authority's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Budgetary Comparison for General Fund and each major Special Revenue Fund
- 3) GASB required supplementary pension and OPEB information and schedules

We have also been engaged to report on supplementary information other than RSI that accompanies the Authority's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole:

- 1) Combining Statements.
- 2) Remaining Budgetary Comparisons

[In connection with our audit of the basic financial statements, we will read the following other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

1) Other Supplemental Data

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP; and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

Auditor's Responsibilities for the Audit of the Financial Statements

We will conduct our audit in accordance with GAAS and will include tests of your accounting records and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will

also request written representations from your attorneys as part of the engagement.

We may, from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Our audit of the financial statements does not relieve you of your responsibilities.

Audit Procedures—Internal Control

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Authority's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion

Other Services

We will also prepare the financial statements of the Authority in conformity with accounting principles generally accepted in the United States of America based on information provided by you.

We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities for the financial statement preparation services and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Responsibilities of Management for the Financial Statements

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, and maintaining internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with accounting principles generally accepted in the United States of America with the oversight of those charged with governance.

Management is responsible for making drafts of financial statements, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with accounting principles generally accepted in the United States of America (GAAP). You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

The audit documentation for this engagement is the property of Neuner Davidson & Co and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the State Audit Division or its designee. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Neuner Davidson & Co personnel. Furthermore, upon request, we may

provide copies of selected audit documentation to the State Audit Division or its designee. The State Audit Division or its designee may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

Jeffrey Cooley is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Our fee for services will be at our standard hourly rates except that we agree that our gross fee will not exceed \$23,000. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Reporting

We will issue a written report upon completion of our audit of Green Area Water & Sanitary Authority's financial statements. Our report will be addressed to Board of Directors of the Green Area Water & Sanitary Authority. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or withdraw from this engagement.

We appreciate the opportunity to be of service to Green Area Water & Sanitary Authority and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

Very truly yours,



Neuner Davidson & Co.
Cooley, Rapp, Friel & Pardon, LLC

RESPONSE:

This letter correctly sets forth the understanding of Green Area Water & Sanitary Authority

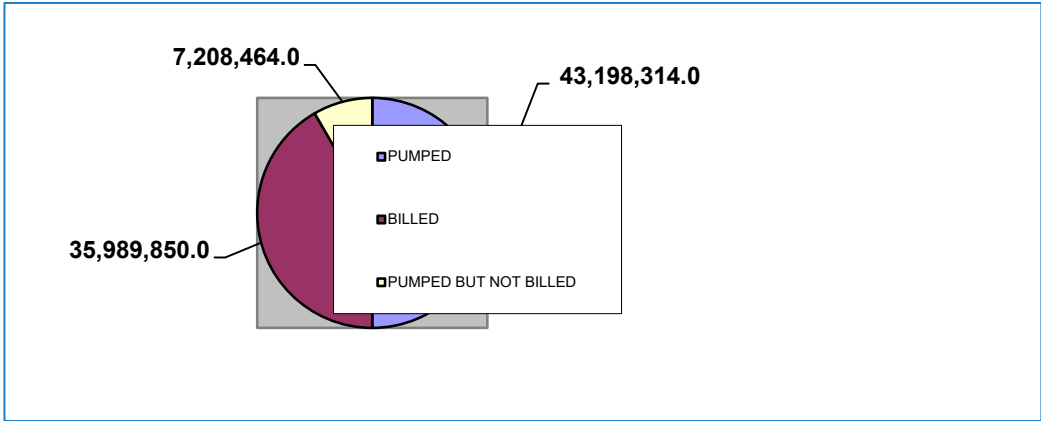
Management signature: _____

Title: _____

Date: _____

GALLONS PUMPED	GALLONS BILLED	PUMPED BUT NOT BILLED
43,198,314	35,989,850	7,208,464

Jul-22



30 DAYS IN BILLING CYCLE: 6/11/22 TO 7/10/22

Repairs, leaks, etc. rendering unverifiable consumption

3/17/22	890 TIPTON	REPAIR SERVICE
3/18/22	4392 HANNA ST	LEAK OUR SIDE
3/28/22	4341 HANNA ST	REPAIR SERVICE
3/29/22	2928 OLD HWY 99S	REPAIR SERVICE
4/4/22	110 BALBOA	REPLACE SERVICE
4/6/22	2292 AUSTIN RD	REPAIR SERVICE
4/7/22	416 HARMONY	REPAIR SERVICE
5/10/22	154 MAYWOOD	REPAIR SERVICE
5/24/22	5370 GRANGE	REPAIR 10" MAINLINE
5/31/22	4324 DEPRIEST	REPAIR 6" MAIN
6/3/22	596 CORONA LP	REPAIRED SVC LINE
6/7/22	1891 LINNELL AVE	REPAIRED 4" MAIN
6/10/22	582/596 CORONA LP	REPLACED SADDLE/SERVICE LN

2020-2021	DIFFERENCE	2021-2022	DIFFERENCE	2022-2023	DIFFERENCE
JULY	5,124,050	JULY	14,424,768	JULY	7,208,464
AUGUST	1,873,280	AUGUST	891,740	AUGUST	
SEPTEMBER	7,835,590	SEPTEMBER	9,399,209	SEPTEMBER	
OCTOBER	1,704,864	OCTOBER	6,648,943	OCTOBER	
NOVEMBER	3,603,559	NOVEMBER	5,345,660	NOVEMBER	
DECEMBER	5,821,078	DECEMBER	5,288,999	DECEMBER	
JANUARY	8,863,858	JANUARY	4,577,755	JANUARY	
FEBRUARY	5,784,803	FEBRUARY	6,488,224	FEBRUARY	
MARCH	6,445,800	MARCH	5,547,050	MARCH	
APRIL	8,701,086	APRIL	7,211,784	APRIL	
MAY	5,314,222	MAY	5,995,498	MAY	
JUNE	6,358,042	JUNE	6,966,924	JUNE	

SANITARY OPERATIONS REPORT

August 11, 2022

Construction Projects

- Brittney Avenue Subdivision, ie Engineering.
 - Project utilities work delayed until next year.
- Shawn Bateson Development, MIDEA Engineering.
 - Construction delayed until next Spring.
- Vanacker Depriest development, line extension, ie Engineering.
 - Pre-Con meeting planned for September.
- ODOT Hwy 42/99 Access Turnout project.
 - Delayed.

Collection System

- Manhole inspections project, underway, 'L' Basin.
- Temporary TV trailer.
 - 'N' Basin, flushing and CCTV Complete.
 - Starting 'L' Basin.
 - Permanent TV trailer delivered, we will start fitting and tooling after cleaning/inspecting this year is complete.
- Cross training with water/sanitary crews, underway.
- Camel water pump crank shaft is bad and is being rebuilt.
 - Camel parts have been delivered, pump is being rebuilt, hopefully done this week.
- Flushing is being completed with the VAC-CON while Camel is down.
 - VAC-CON water pump heads covers will be rebuilt when Camel is operational.

G4 and Pump Stations

- Pump Stations ran well, with typical operation and maintenance.
- Screentec demo trailer will be at the sanitary shop at 10AM on the 17th of August.
 - This is a product that has been considered for an upgrade to the G4 wet pit.

Wastewater Treatment Plant and Properties

- Krohn property
 - All of the property has been cleaned up, the crew did a great job.
 - sewer lateral had roots, capped and abandoned at clean pipe.

Meetings and Conferences

- Matt and I attended the DUCC meeting.

Lateral Inspections

- 4 Inspections.
 - 4345 Carnes, full replacement.
 - 220 and 206 Ervin, remodel and root repairs.
 - 550 Brady, new connection.

If you have any questions, feel free to contact me at 541-817-5100

Submitted by, Shannon L. Miller

Green Area Water & Sanitary Authority

Superintendents Report

August 2022

Operations are running smoothly. The crew has been focused on routine maintenance of facilities and the distribution system. We've been doing a little shuffling due to vacation schedules. Members of the crew continue to study and cross train.

We have ordered ACH, citric acid, calcium thiosulfate and phosphoric acid for the treatment plant. The ACH is up nearly 30% from the last time we ordered it.

The plant is running smoothly. we have cleaned one of our ponds. We are hoping to get the other pond cleaned by the end of September, if the weather cooperates.

We continue to sample for cyanotoxins, which continue to not be an issue for us. Our disinfection by products sampling for the distribution system, have been taken for this quarter.

If you have any questions, please feel free to give me a call at 541-670-1215
Thanks Alan

Winston-Green Regional Wastewater Treatment Plant

Week of July 1st

- Began Hauling Biosolids
- Digester Recirculation Pump plugged
 - This in turn caused the pump to become severely air locked
 - The Air Locked pump resulted in extra staff coming in Saturday and Sunday
- Backwash Pump Number 1 quit working
 - A blown fuse was found to be the problem
- Effluent Filter # 2 was unresponsive. A quick power cycle of the actuators fixed the issue
- Monday Call Out due to Pumps becoming plugged/ air locked
- Tuesday Call Out Due to GT pump failure
 - Failure was a result of a fault in the Variable Frequency Drive
- Wednesday Call out due to a worn belt on the mixing pump
- Sludge Hauling truck starter button broken. Faulty wiring was found
- New Bobcat threw fault codes and will currently only idle
 - Bobcat has been called and a warranty ticket started
- Brush hog cutting done on lower field in preparation for hauling later in the summer
- Met with Cody who leases the GAWSA fields, we mapped out our hauling plan for the summer and he is putting up hot fence for the sheep to accommodate a haul road
- Brush Hog hydraulic motor failure
 - It is currently operational but has difficulty cutting any heavy grass or brush
 - A replacement motor has been ordered
- Mixing pump # 2 belt replaced
- Mixing Pump #2 o-ring seal failure, unfortunately this cannot be repaired without a complete overhaul. A temporary fix of RTV has been done until Digester # 2 is offline
- Primary # 1 offline and drained for the summer
- Secondary #3 offline and is draining
 - Rebuild it services will be onsite the week of July 11th to replace one of the drives under warranty
- Air Conditioning failure in Chlorine Building resulting in chlorine generation system A faulting
 - Staff is looking into air conditioning options
- Backwash Pump #2 Failure from a blown fuse
 - It appears the fuses on both backwash pump are unrelated just a coincidence
- Air Conditioning Failure in digester building electrical room
- The backwash pumps not operating as they should because of the blown fuses resulted in the effluent filters becoming extremely dirty. This has meant that staff has to take the whole day performing repeated backwashes and air scours
- Broken dichlorination line at pump. Break was fixed with parts on hand

Week of July 8th

- Continued to haul sludge once fields dried out from the rain
- The rain pushed the drying beds back by a week
- New bobcat was found to have a loose connection from the factory causing all of our issues
- Gearbox on brush cat mower for the bobcat rebuilt
 - We are still waiting on receiving a replacement hydraulic motor
- Thomas came by to learn more about our system
- Cattle Roundup
- Clean Filters Repeatedly
- Repaired Chlorine Leak
- Repaired broken water line @ headworks

Week of July 15th

- Hauled Sludge to Field # 3 of the plant
- Picked up Drying Beds
- Emptied Clarifier # 1 of stored sludge
- Replaced hydraulic motor of bobcat Brush hog
- Cut Field # 1 of berry bushes and grass
 - This was in preparation to smooth out field so that we can haul to it next year
- Re-Build It services onsite to replace a gearbox on secondary clarifier # 3
 - This was a warranty item and at no cost to the plant
- DMR done and submitted
- Secondary Clarifier # 4 offline and draining

Week of July 22nd

- Cleaned Wet Well
- Continued to brush cut field #1
- Picked up and filled multiple drying beds
- Hauled Bio-solids to field # 5
- Hauled dried biosolids to the neighbor's field
- Process Change to try and push our sludge younger
- Repaired trim piece on Bobcat S630
- Replaced hydraulic fluid on Bobcat S630
- Thomas onsite to expand his wastewater knowledge

Week of July 29th

- Cleaned Wet Well
- Continued to brush cut field #1
- Picked up and filled multiple drying beds
- Hauled Bio-solids to field # 5
- Boiler technician onsite to adjust air/ fuel ratio on both boilers
- Clean Wet Well
- Finished Hauling Biosolids to field # 2
- Pressure Washed Aeration Basin

Winston- Green WWTF Monthly Numbers

July 2022

General

1.) Plant Influent Flow (MG	<u>2022</u>		<u>2021</u>	
<i>Winston</i>	18.19	50%	16.17	47%
<i>Green</i>	18.56	50%	18.21	53%
<i>Rainfall</i>	0.50		0.00	
<i>Chlorine (Gallons)</i>	19,636		11,572	
2.) Leachate Total	489,500		33,000	

Bio-Solids

- 1.) Drying beds
167,520 Gallons
- 2.) Land Application
261,000 Gallons

FLOW ALLOCATION CHART

MONTH	WINSTON MG	GREEN MG	LANDERS LN. MG	TOTAL MG	RAINFALL
Jan.22	38.71	30.97	0.956	70.63	3.29
Feb.22	18.32	19.47	0.445	38.24	0.85
Mar.22	28.65	28.44	0.723	57.81	3.07
Apr.22	36.50	29.80	0.808	67.11	5.16
May.22	29.32	24.22	0.526	54.07	2.66
June.22	27.72	22.73	0.520	50.96	3.92
July.22	18.19	18.56	0.392	37.14	0.50
Aug.21	15.86	18.09	0.388	34.33	0.00
Sept.21	16.41	18.63	0.501	35.54	2.85
Oct.21	19.05	22.33	0.570	41.96	3.64
Nov. 21	21.15	22.09	0.595	43.83	2.40
Dec.21	36.70	34.01	0.964	71.68	6.78
TOTAL	306.59	289.33	7.388	603.30	35.12
GREEN + LANDERS		296.71			
APPORTIONMENT	50.82%	49.18%			
			100%		

WINSTON-GREEN WWTF

July 2022

SYSTEM CLASSIFICATION: IV PERMIT # 100554
 COUNTY: DOUGLAS

POPULATION: 10000

TYPE: RBC / ACTIVATED SLUDGE

FILE # 98400

D A T E	BIOSOLIDS										BIOSOLIDS												
	TOTAL FLOW MGD	INF PH	INF CBOD mg/l	INF SS mg/l	NH3 N EFF	TKN EFF	NO2 EFF	NO3 EFF	TOTAL P EFF	EFF PH	EFF TEMP MAX	EFF CBOD mg/l	% REM CBOD	LBS DIS	EFF SS mg/l	% REM SS	LBS DIS SS	CL2 RES mg/l	CL2 USED GAL.	ECOLI COL	LAND gallons	DRYING BEDS gallons	RAIN FALL inches
1	1.296	7.1	189	385						6.7	21.4	4.4	98%	48	1.2	100%	13	0.04	705		22,500		
2	1.312	7.3								6.7	21.4							0.04	685				
3	1.270	7.3								6.9	21.4							0.05	632				
4	1.179	7.3								6.8	21.6							0.06	635	18.7			0.03
5	1.417	7.1	203	412	0.10	4.05	0.06	21.2	3.7	6.6	21.7	4.2	98%	50	2.0	100%	24	0.06	633	62.9			0.37
6	1.400	7.1	193	387	1.49					6.4	21.8	5.6	97%	65	4.0	99%	47	0.05	630				0.10
7	1.397	7.4								6.7	21.9							0.03	625				
8	1.215	6.9	224	614						6.5	22.1	4.0	98%	41	0.8	100%	8	0.04	723		22,500		
9	1.156	7.3								6.7	22.1							0.04	699				
10	1.253	7.4								7.0	22.3							0.05	705				
11	1.193	7.6	230	541	0.23	4.61	0.11	21.3	3.3	6.4	22.8	4.2	98%	42	1.2	100%	12	0.05	707	91.0	18,000	24,850	
12	1.188	7.2								6.5	23.5							0.03	698	5.2			37,370
13	1.125	7.1	234	501	0.19					6.7	22.9	5.2	98%	49	2.2	100%	21	0.05	696		22,500	11,840	
14	1.112	7.2								6.7	22.9							0.04	691		22,500		
15	1.095	7.4								6.8	22.9							0.03	692		9,000	15,750	
16	1.073	7.2								6.4	22.8							0.04	687				
17	1.154	7.6								6.8	22.9							0.04	685	1.0			14,350
18	1.141	7.1	217	503	1.98	9.71	0.28	18.1	2.9	6.6	23.1	2.7	99%	26	2.2	100%	21	0.06	693	<1	18,000		
19	1.142	7.4								7.0	23.4							0.03	559		9,000	39,860	
20	1.125	7.1	205	523	0.33					6.7	23.7	5.1	98%	48	3.6	99%	34	0.04	541		18,000	13,000	
21	1.153	7.3								6.8	23.5							0.06	539		18,000		
22	1.150	7.3	75	453	0.29					6.8	23.3	4.7	94%	45	4.4	99%	42	0.02	541		13,500		
23	1.159	7.7								7.0	23.3							0.05	536				
24	1.180	7.7								7.2	23.4							0.06	542	88.9			
25	1.155	7.1	181	445	0.41	4.60	0.18	18.0	4.2	6.7	23.9	4.8	97%	46	4.0	99%	39	0.05	551		18,000		
26	1.155	7.4								6.8	24.2							0.06	571		18,000		
27	1.112	6.9	188	382	0.23					6.8	24.3	4.8	97%	45	2.0	99%	19	0.04	605		18,000		
28	1.136	7.4								6.8	24.6							0.06	612	<1	9,000		
29	1.092	7.1	228	435						6.8	25.0	3.8	98%	35	1.8	100%	16	0.04	612		4,500		
30	1.062	7.5								6.7	24.8							0.05	597				
31	1.156	7.3								7.0	24.3							0.06	609				10,500
TOT	36.75													538			294		19,636		261,000	167,520	0.50
MAX	1.417	7.7	234	614	1.98	9.71	0.28	21.3	4.2	7.2	25.0	5.6	99%	65	4.4	100%	47	0.06	723	91.0	22,500	39,860	0.37
MIN	1.062	6.9	75	382	0.10	4.05	0.06	18.0	2.9	6.4	21.4	2.7	94%	26	0.8	99%	8	0.02	536	<1	4,500	10,500	0.03
AVG	1.186	7.3	197	465	0.58	5.74	0.16	19.7	3.5	6.7	23.0	4.5	98%	45	2.5	99%	25	0.05	633	7.3	16,313	20,940	0.17

LBS AVG

EXCESS THERMAL LOAD WEEKLY AVG. Mkcals/day	EFF TEMP @ WEEKLY AVG.
3	18.6
10	21.2
17	23.1
24	26.9

I certify that I am familiar with the information contained in this report and that to the best of my knowledge such information is true, complete and accurate.

Christopher W. Sherlock
 SUPERINTENDENT T IV

Leachate Load Tickets -

<u>Date</u>	<u>Pick up</u>	<u>mg/l</u>	<u>PH</u>	<u>Date</u>	<u>Pick up</u>	<u>mg/l</u>	<u>PH</u>	<u>Date</u>	<u>Pick up</u>	<u>mg/l</u>	<u>PH</u>
7/1	7:39 AM	340	8.33	7/2	6:47 AM	400	8.33	7/3	9:30 AM	434	8.29
7/1	9:20 AM	340	8.31	7/2	10:00 AM	400	8.28	7/3	1:30 PM	434	8.17
7/1	10:35 AM	340	8.31	7/2	11:20 AM	400	8.28	7/3	3:00 PM	434	8.17
7/1	1:00 PM	340	8.26					7/3	4:00 PM	434	8.16
7/1	3:05 PM	340	8.15								

Total Gallons: 27,500 5 Total Gallons: 16,500 3 Total Gallons: 22,000 4

<u>Date</u>	<u>Pick up</u>	<u>mg/l</u>	<u>PH</u>	<u>Date</u>	<u>Pick up</u>	<u>mg/l</u>	<u>PH</u>	<u>Date</u>	<u>Pick up</u>	<u>mg/l</u>	<u>PH</u>
7/4	6:45 AM	438	3.89	7/5	7:43 AM	416	8.34	7/6	7:44 AM	402	8.28
7/4	9:06 AM	438	8.30	7/5	9:00 AM	416	8.28	7/6	8:45 AM	402	8.24
7/4	10:15 PM	438	8.26	7/5	10:05 AM	444	8.26	7/6	9:45 AM	402	8.23
7/4	2:25 PM	438	8.13	7/5	11:20 AM	444	8.23	7/6	10:43 AM	402	8.21

Total Gallons: 22,000 4 Total Gallons: 22,000 4 Total Gallons: 22,000 4

<u>Date</u>	<u>Pick up</u>	<u>mg/l</u>	<u>PH</u>	<u>Date</u>	<u>Pick up</u>	<u>mg/l</u>	<u>PH</u>	<u>Date</u>	<u>Pick up</u>	<u>mg/l</u>	<u>PH</u>
7/7	7:40 AM	392	8.30	7/8	7:00 AM	412	8.34	7/9	6:41 AM	432	8.39
7/7	8:37 AM	390	8.27	7/8	8:00 AM	412	8.30	7/9	8:06 AM	432	8.34
7/7	9:38 AM	390	8.26	7/8	9:00 AM	412	8.30	7/9	9:25 AM	432	8.29
								7/9	10:44 AM	432	8.27

Total Gallons: 16,500 3 Total Gallons: 16,500 3 Total Gallons: 22,000 4

<u>Date</u>	<u>Pick up</u>	<u>mg/l</u>	<u>PH</u>	<u>Date</u>	<u>Pick up</u>	<u>mg/l</u>	<u>PH</u>	<u>Date</u>	<u>Pick up</u>	<u>mg/l</u>	<u>PH</u>
7/10	8:10 AM	308	8.43	7/11	11:50 AM	440	8.25	7/12	7:40 AM	446	8.34
7/10	9:43 AM	308	8.32	7/11	1:01 PM	428	8.19	7/12	8:45 AM	446	8.31
7/10	10:55 AM	308	8.29	7/11	2:10 PM	440	8.15				
7/10	12:04 PM	308	8.25								
7/10	1:50 PM	308	8.16								

Total Gallons: 27,500 5 Total Gallons: 16,500 3 Total Gallons: 11,000 2

<u>Date</u>	<u>Pick up</u>	<u>mg/l</u>	<u>PH</u>	<u>Date</u>	<u>Pick up</u>	<u>mg/l</u>	<u>PH</u>	<u>Date</u>	<u>Pick up</u>	<u>mg/l</u>	<u>PH</u>
7/15	6:56 AM	432	8.39	7/16	6:58 AM	490	8.45	7/17	7:00 AM	434	8.36
7/15	8:31 AM	432	8.37	7/16	8:37 AM	490	8.39	7/17	8:30 AM	434	8.39
				7/16	9:50 AM	490	8.36	7/17	9:30 AM	434	8.38
				7/16	11:08 AM	490	8.36	7/17	10:00 AM	434	8.35
				7/16	12:22 PM	490	8.33				

Total Gallons: 11,000 2 Total Gallons: 27,500 5 Total Gallons: 22,000 4

<u>Date</u>	<u>Pick up</u>	<u>mg/l</u>	<u>PH</u>	<u>Date</u>	<u>Pick up</u>	<u>mg/l</u>	<u>PH</u>	<u>Date</u>	<u>Pick up</u>	<u>mg/l</u>	<u>PH</u>
7/18	9:00 AM	426	8.39	7/19	10:00 AM	494	8.36	7/20	6:50 AM	528	8.44
7/18	10:02 AM	426	8.34	7/19	11:40 AM	494	8.27	7/20	8:25 AM	528	8.40

Total Gallons: 11,000 2 Total Gallons: 11,000 2 Total Gallons: 11,000 2

<u>Date</u>	<u>Pick up</u>	<u>mg/l</u>	<u>PH</u>	<u>Date</u>	<u>Pick up</u>	<u>mg/l</u>	<u>PH</u>	<u>Date</u>	<u>Pick up</u>	<u>mg/l</u>	<u>PH</u>
7/21	7:00 AM	424	8.48	7/22	8:49 AM	468	8.45	7/23	7:04 AM	514	8.44
7/21	8:58 AM	424	8.45	7/22	10:30 AM	468	8.40	7/23	8:45 AM	514	8.38
7/21	3:35 PM	424	8.20					7/23	10:08 AM	514	8.39

Total Gallons: 16,500 3 Total Gallons: 11,000 2 Total Gallons: 16,500 3

Leachate Load Tickets -

<u>Date</u>	<u>Pick up</u>	<u>mg/l</u>	<u>PH</u>	<u>Date</u>	<u>Pick up</u>	<u>mg/l</u>	<u>PH</u>	<u>Date</u>	<u>Pick up</u>	<u>mg/l</u>	<u>PH</u>
7/24	7:00 AM	604	8.40	7/25	9:45 AM	504	8.38	7/26	12:45 PM	492	8.25
7/24	8:30 AM	604	8.37	7/25	11:45 AM	504	8.28	7/26	1:58 PM	492	8.20
7/24	10:00 AM	604	8.35	7/25	1:28 PM	504	8.22				

Total Gallons: 16,500 3 Total Gallons: 16,500 3 Total Gallons: 11,000 2

<u>Date</u>	<u>Pick up</u>	<u>mg/l</u>	<u>PH</u>	<u>Date</u>	<u>Pick up</u>	<u>mg/l</u>	<u>PH</u>	<u>Date</u>	<u>Pick up</u>	<u>mg/l</u>	<u>PH</u>
7/27	10:04 AM	404	8.41	7/28	8:27 AM	492	8.42	7/29	7:46 AM	522	8.44
7/27	11:12 AM	502	8.35	7/28	9:40 AM	488	8.37	7/29	10:46 AM	522	8.34
7/27	12:15 PM	502	8.32								

Total Gallons: 16,500 3 Total Gallons: 11,000 2 Total Gallons: 11,000 2

<u>Date</u>	<u>Pick up</u>	<u>mg/l</u>	<u>PH</u>	<u>Date</u>	<u>Pick up</u>	<u>mg/l</u>	<u>PH</u>	<u>Date</u>	<u>Pick up</u>	<u>mg/l</u>	<u>PH</u>
7/30	8:03 AM	574	8.44	7/31	7:30 AM	454	8.40				
7/30	10:30 AM	574	8.39	7/31	8:30 AM	454	8.41				
				7/31	10:00 AM	454	8.40				

Total Gallons: 11,000 2 Total Gallons: 16,500 3 Total Gallons: 0 0

TOTAL TICKETS: 89
TOTAL GALLONS/MONTH: 489,500
 \$9,790