



GREEN AREA WATER & SANITARY AUTHORITY

RECEIVED

MAY 08 2025

BY: _____

Water Leak Credit Request



Per Green Area Water & Sanitary Authority Water Service Ordinance #2000-3-1, customers are responsible for all water consumption on the customer side of the water meter. As such, consumption charges for water leaks that originate on the customer side of the water meter are the responsibility of the customer.

However, to provide assistance and promote goodwill, the Authority may consider crediting a water utility customer's account per policy noted in Ordinance #2000-3-1 (rental tenants not eligible for credit). For credit consideration, the water customer account holder **must complete Section 1 below**:

SECTION 1 - TO BE COMPLETED BY THE CUSTOMER

UTILITY CUSTOMER INFORMATION

(Please type or print clearly)

Customer Name:

Charles and Darby DeKay

Service Address:

133 Grace Ct

Roseburg, Or 97471

Daytime Phone:

541-671-1538

Account Number:

000030002328

REPAIR DATE

LEAK REPAIR RECEIPTS - PLEASE ATTACH

Date Leak Repaired:

4/28/25

Attached

Brief Description of Leak Failure and Repair:

Cracked pipe just outside of backflow. 1st mo. as customer so no history of our use. Previous owner failed to fix or disclose prior to sale.

I certify that I am the account holder and that the leak has been repaired. I request that Green Area Water & Sanitary Authority consider my request for a water leak credit.

Customer Signature

Darby DeKay

Date

5/1/25

SECTION 2 - TO BE COMPLETED BY AUTHORITY BILLING DEPT

Date Form Received:

5/8/2025

Meter Read Date to use for Water Leak Credit Evaluation:

4/10/25 + 5/10/25

If Credit Granted, Utility Bill Anticipated to Show the Credit Amount:

Estimated leak period based on consumption history (attach service history):

? - 4/28/25

Estimated normal billing during leak period: 134.45 Leak month billing: 211.40

Past average normal billing in same billing cycle (or est avg billing if less than 1 yr of svc): (134.45)

(NOTE: if estimating average consumption, attach calculation documentation)

Estimated leak billing of the leak billing period divided by 2= 76.95 / 2 = 38.47

Leak gallons vs. normal usage gallons: 44,600 vs. 16,200 gal

Calculated water leak credit amount: _____

Reviewer's Initials:

DC

Approver's Initials:

Credit Granted

Credit Denied

If Leak Credit Granted:

Date Applied: _____

Initials: _____

Paid

Receipt #38130

Billing Address
Dekay, Darby
133 Grace Court
Roseburg OR 97471 United States
chuckndarb@gmail.com
+1 541 671 1538

Service Address
Dekay, Darby
133 Grace Court
Roseburg OR 97471 United States
chuckndarb@gmail.com
+1 541 671 1538

Send Payment To
Yaeger's Plumbing, Inc.
1022 NE Stephens St
Roseburg OR 97470
+15416728460
bobbijo@yaegerplumbing.com

Invoice Date 04/30/25
Sent On 04/30/25
Paid On 05/01/25
Total \$200.70
Payments \$200.70
Balance \$0.00

Charges

Item	Description	Unit Cost	Tax	Quantity	Line Total
Plumbing Income	04.28.2025 Description: Arrived on site, exposed leak at meter. The leak was on a PVC tee. Dead leg on end of tee. Cut out and replaced with Pex pipe and fittings. Turned water on and leak checked. Sharkbite taped brass fittings, insulated, and backfilled.	\$160.00	×	1.0	\$160.00
Plumbing Materials	3/4" PVC x Pex Sharkbite coupling	\$19.70	×	1.0	\$19.70
Plumbing Materials	3/4" Evo 90*	\$6.00	×	1.0	\$6.00
Plumbing Materials	3/4" Evo MIP	\$6.50	×	1.0	\$6.50
Plumbing Materials	1ft of 3/4" Pex pipe	\$2.00	×	1.0	\$2.00
Plumbing Materials	1ft of pipe insulation	\$1.50	×	1.0	\$1.50
Plumbing Materials	Sharkbite tape	\$5.00	×	1.0	\$5.00
				Subtotal	\$200.70
				Tax (CAT Tax)	\$0.00
				Total	\$200.70

Payments

Date	Type	Amount
05/01/25	Visa	\$200.70
		\$200.70

Notes

Be advised paying with a credit card there will be a 3% charge on all transactions.
If paying with Bank debit card there will not be a charge accrued.

Green Area Water & Sanitary Authority
Consumption History - Detailed

Sort Order: Date

Limited to : Account No 30002328 Location No 3377

Location No.	Customer No.	Customer Name	Location Address				Revenue Class		Route					
Service	Bill Date	Rate Code	Units	SerialNo	Meter Size	Prior Read	Prior Read Date	Current Read	Current Read Date	Actual	Adjusted	Billed	Charges	
00000000003377	000030002328	CHARLES DEKAY	133 GRACE COURT				Residential		74					
Water	7/24/2025	001	gal	65502315	5/8"	18313	06/10/2025	18399	07/10/2025	8600	0	9000	25.65	
Water	6/25/2025	001	gal	65502315	5/8"	18237	05/10/2025	18313	06/10/2025	7600	0	8000	22.80	
Water	5/27/2025	001	gal	65502315	5/8"	18124	04/10/2025	18237	05/10/2025	11300	0	11000	31.35	
Water	4/23/2025	001	gal	65502315	5/8"	17791	03/10/2025	18124	04/10/2025	33300	0	33000	94.05	

Service	Units	Rate Code	Actual	Adjusted	Billed	Charges
Water	gal	001	60,800	0	61,000	173.85
			60,800	0	61,000	\$173.85

**Leak was present at move-in date*

MINUTES OF THE GREEN AREA WATER & SANITARY AUTHORITY
BOARD OF DIRECTORS MEETING
July 10, 2025

BOARD DIRECTORS PRESENT:

Tracey Parker, Chair
Steve Lusch, Secretary
Brenda Kingry, Treasurer

BOARD DIRECTORS ABSENT:

Carolyn White
Tom Fullbright

GAWSA STAFF PRESENT:

David Campos, General Manager
Alan Paulson, Operations Manager
Shannon Miller, Collection System Supervisor

ALSO PRESENT:

None

Board Chair Tracey Parker called the meeting to order at 5:00pm.

Consent Agenda

The Board reviewed and considered a leak adjustment request for customer Kayley Gerkin. Director Brenda Kingry made a motion to approve a leak adjustment credit in the amount of \$141.07. Director Steve Lusch seconded the motion. The motion passed unanimously.

Consideration of Minutes and Accounts Payable

Director Kingry made a motion to approve the June regular board meeting minutes, Budget Committee meeting minutes, Budget Hearing Minutes, and accounts payable. Director Steve Lusch seconded the motion. The motion passed unanimously.

General Manager's Report

David informed the Board that demolition of the sanitary office interior has begun. David referred to a project timeline provided by Zerbach, which shows project completion is estimated to be mid-October. David added that there was some asbestos that was discovered in the toe boards of the older section of the office. Shannon Miller, Collection System Supervisor, reached out to Arcadia Environmental, who performed the Abatement for a reasonable fee.

David presented a lease renewal for GAWSA's pastureland on Harmony Lane. The property is currently leased to Renee Wamboldt for \$100 per month with a term of 12 months. Renee has been a great Lessee and on occasion makes repairs to the property and turns in expense receipts to offset rent. Board Chair Parker asked how long Ms. Wamboldt has been leasing from GAWSA. Shannon stated that she has been leasing the property since it was acquired by Green Sanitary District. It was discussed to reevaluate the lease amount for next year. Director Kingry made a motion to approve the lease renewal. Director Lusch seconded the motion. The motion passed unanimously.

MINUTES OF THE GREEN AREA WATER & SANITARY AUTHORITY
BOARD OF DIRECTORS MEETING
July 10, 2025

David informed the Board that GAWSA management staff met with The Dyer Partnership Engineers for a kick-off meeting for the Grant Smith Rd. waterline project.

David stated that Douglas County Solid Waste, as part of their pretreatment system and effluent force main project, will utilize their existing two-inch meter to provide water to both the treatment facility and the transfer site. The County will have to do some work to relocate the meter.

David presented a draft copy of a GAWSA Employee Handbook prepared by admin staff, for the Board to review. A few of the sections have yet to be finalized. David added, it is the policy of most districts that firearms are strictly prohibited. David stated that staff feels that there should be an exception for those who possess a license to carry a concealed handgun. After a brief discussion, the consensus was that an exception for individuals with concealed carry permits was reasonable.

Sanitary Operations Report

Shannon Miller informed the Board that G4 Pumpstation's water system has been fully repaired. Shannon praised the work done by the Peterson Cat service crew.

Shannon explained a recent call-out where a sewer lateral was plugged by heavy root intrusion. The lateral crossed a customer's and their neighbor's property.

He also explained that a pressure system that was installed years ago by Douglas County along the original Grant Smith Road is still there but had no tone wire. They located the C-900 pipe, cut a hole in the top, and ran a tv camera as far down as possible. Our sanitary crew was able to obtain new information for the GIS on the exact location of a long stretch of the pipe.

Water Operations Report

Operations Manager Alan Paulson stated that surveyors were doing some potholing for the Grant Smith Road waterline project.

Wastewater Treatment Facility Report

Chris Sherlock was unable to attend the meeting. Board Chair Parker asked for clarification of the reported E-Coli numbers.

Chair Parker called the meeting into Executive Session at 5:35pm for the purpose of a performance evaluation for David Campos. All attendees exited the meeting except for David and the Board.

Chair Parker closed the Executive Session and called the meeting back into regular session at 6:00

Director Lusch made a motion to approve a merit increase for David to Step 7 on the General Manager salary scale. Director Kingry seconded the motion. The motion passed unanimously.

MINUTES OF THE GREEN AREA WATER & SANITARY AUTHORITY
BOARD OF DIRECTORS MEETING
July 10, 2025

There being no further business before the Board, Director Kingry made a motion to adjourn the meeting. Director Lusch seconded the motion. The motion passed unanimously, and the meeting was adjourned at 6:01pm.

Board Member

Tracey Parker, Board Chair

Green Area Water & Sanitary Authority
GAWSA Expense Detail
July 2025

Type	Date	Num	Name	Memo	Debit	Credit	Balance
506-1 · Health Ins Benefits- WA							
Check	07/17/2025	12051	SDIS	August health and supplemental ins premiums	5,020.08		5,020.08
Total 506-1 · Health Ins Benefits- WA					5,020.08	0.00	5,020.08
506-2 · Health Ins Benefits - SA							
Check	07/17/2025	12051	SDIS	August health and supplemental ins premiums	5,020.08		5,020.08
Total 506-2 · Health Ins Benefits - SA					5,020.08	0.00	5,020.08
514-1 · Elections - W							
Check	07/10/2025	12022	DOUGLAS COUNTY CLERK	May 2025 Election prorated costs (3 positions)	781.59		781.59
Total 514-1 · Elections - W					781.59	0.00	781.59
514-2 · Elections - S							
Check	07/10/2025	12022	DOUGLAS COUNTY CLERK	May 2025 Election prorated costs (3 positions)	781.60		781.60
Total 514-2 · Elections - S					781.60	0.00	781.60
515-1 · Office Supplies - WA							
Check	07/10/2025	12018	CANON SOLUTIONS AMERICA, INC.	Inv #6012312180 / admin office copier maintenance 5/20 - 6/19	13.81		13.81
Check	07/17/2025	12042	AMAZON CAPITAL SERVICES, INC.	Inv #19HP-DLYM-NPHV / AED Replacement battery M5070A	59.49		73.30
Check	07/17/2025	12043	CANON FINANCIAL SERVICES, INC.	Inv #41269760 / Office copier lease pmt	41.75		115.05
Check	07/17/2025	12048	PENS.COM	Inv #114180624 / Stick up calendars	76.50		191.55
Check	07/17/2025	12052	STAPLES CONTRACT	Summ #7005424772 / staples, coffee pods, copy paper, tab dividers	105.01		296.56
Total 515-1 · Office Supplies - WA					296.56	0.00	296.56
515-2 · Office Supplies - SA							
Check	07/10/2025	12018	CANON SOLUTIONS AMERICA, INC.	Inv #6012312180 / admin office copier maintenance 5/20 - 6/19	13.82		13.82
Check	07/10/2025	12018	CANON SOLUTIONS AMERICA, INC.	Inv #6012312180 / WTP copier maintenance 5/20 - 6/19	3.23		17.05
Check	07/17/2025	12042	AMAZON CAPITAL SERVICES, INC.	Inv #19HP-DLYM-NPHV / AED Replacement battery M5070A	59.50		76.55
Check	07/17/2025	12043	CANON FINANCIAL SERVICES, INC.	Inv #41269760 / Office copier lease pmt	41.75		118.30
Check	07/17/2025	12048	PENS.COM	Inv #114180624 / Stick up calendars	76.50		194.80
Check	07/17/2025	12052	STAPLES CONTRACT	Summ #7005424772 / staples, coffee pods, copy paper, tab dividers,	212.63		407.43
Total 515-2 · Office Supplies - SA					407.43	0.00	407.43
516-1 · Communication & IT							
Check	07/10/2025	12021	DOUGLAS FAST NET	Water office phone/fax/internet - July	147.90		147.90
Check	07/17/2025	12053	SYSTECH CONSULTING, LLC	Inv #21237 / Managed service plan - June	465.00		612.90
Paycheck	07/31/2025	DD2316	Campos, David M	Direct Deposit	50.00		662.90
Total 516-1 · Communication & IT					662.90	0.00	662.90
516-2 · Communication & IT - S							
Check	07/10/2025	12021	DOUGLAS FAST NET	Sewer office phone/fax/internet - July	296.56		296.56
Check	07/17/2025	12053	SYSTECH CONSULTING, LLC	Inv #21237 / Managed service plan - June	465.00		761.56
Total 516-2 · Communication & IT - S					761.56	0.00	761.56
517-1 · Utilities- WA							
Check	07/10/2025	12015	AVISTA UTILITIES	Natural gas service water office 5/22 - 6/23	20.21		20.21
Check	07/17/2025	12047	PACIFIC POWER	Water office electricity 5/1 - 6/2	191.92		212.13
Total 517-1 · Utilities- WA					212.13	0.00	212.13
517-2 · Utilities- SA							
Check	07/10/2025	12015	AVISTA UTILITIES	Natural gas service sewer office 5/22 - 6/23	19.00		19.00
Check	07/17/2025	12047	PACIFIC POWER	Sewer office electricity 5/1 - 6/2	238.53		257.53
Total 517-2 · Utilities- SA					257.53	0.00	257.53
518-1 · R & M Office - WA							
Check	07/10/2025	12024	EXODUS PEST CONTROL	Inv #82725 / Water office pest control	32.00		32.00
Check	07/10/2025	12033	OREGON LINEN	Inv #1250583 / Rug service water office	80.61		112.61
Total 518-1 · R & M Office - WA					112.61	0.00	112.61

Green Area Water & Sanitary Authority
GAWSA Expense Detail
July 2025

Type	Date	Num	Name	Memo	Debit	Credit	Balance
518-2 · R & M Office - SA							
Check	07/17/2025	12050	STAPEL PEST SOLUTIONS	Inv #164514 / June pest control - sewer office	45.00		45.00
Total 518-2 · R & M Office - SA					45.00	0.00	45.00
523-1 · Dues & Subscriptions - WA							
Check	07/10/2025	12017	COSTCO	2025-26 Membership Renewal - DC, AP, SW, BD	97.50		97.50
Total 523-1 · Dues & Subscriptions - WA					97.50	0.00	97.50
523-2 · Dues & Subscriptions - SA							
Check	07/10/2025	12017	COSTCO	2025-26 Membership Renewal - DC, AP, SW, BD	97.50		97.50
Total 523-2 · Dues & Subscriptions - SA					97.50	0.00	97.50
526-2 · Rental Property Maintenance							
Check	07/17/2025	12047	PACIFIC POWER	Holgate rental electricity 5/1 - 6/2	81.31		81.31
Check	07/17/2025	12047	PACIFIC POWER	Harmony rental electricity 5/1 - 6/2	23.21		104.52
Total 526-2 · Rental Property Maintenance					104.52	0.00	104.52
530-1 · Utility Mgmt Solution/CWP - WA							
Check	07/10/2025	12019	CONTINENTAL UTILITY SOLUTIONS, L..	Inv # S10554 / Bank Check Elimination Module	1,000.00		1,000.00
Check	07/10/2025	12037	CONTINENTAL UTILITY SOLUTIONS, L..	VOID: BCE voided check	0.00		1,000.00
Total 530-1 · Utility Mgmt Solution/CWP - WA					1,000.00	0.00	1,000.00
530-2 · Utility Mgmt Solution/CWP - SA							
Check	07/10/2025	12019	CONTINENTAL UTILITY SOLUTIONS, L..	Inv # S10554 / Bank Check Elimination Module	1,000.00		1,000.00
Total 530-2 · Utility Mgmt Solution/CWP - SA					1,000.00	0.00	1,000.00
533-1 · Merchant Service Fees - WA							
Check	07/10/2025	12019	CONTINENTAL UTILITY SOLUTIONS, L..	Inv #T15303 / Merchant fees June	971.60		971.60
Total 533-1 · Merchant Service Fees - WA					971.60	0.00	971.60
533-2 · Merchant Service Fees - SA							
Check	07/10/2025	12019	CONTINENTAL UTILITY SOLUTIONS, L..	Inv #T15303 / Merchant fees June	971.61		971.61
Total 533-2 · Merchant Service Fees - SA					971.61	0.00	971.61
535-1 · Contract Services - Meter Reads							
Check	07/10/2025	12030	METEREADERS, LLC	Inv #11829 / June meter readings	2,553.60		2,553.60
Total 535-1 · Contract Services - Meter Reads					2,553.60	0.00	2,553.60
551-1 · Building Improvements - WA							
Check	07/10/2025	12013	ARCADIA TRAINING & CONSULTING, ...	Inv #1608 3065 / Asbestos removal and disposal for remodel	0.00		0.00
Check	07/10/2025	12036	ROGERS ENGINEERING, INC.	Office Remodel: Prelim Design, Construction Docs, Administration	6,257.50		6,257.50
Check	07/10/2025	12038	ARCADIA ENVIRONMENTAL, INC.	Inv #1608 3065 / Asbestos removal, disposal for remodel	663.22		6,920.72
Total 551-1 · Building Improvements - WA					6,920.72	0.00	6,920.72
551-2 · Building Improvements - SA							
Check	07/10/2025	12013	ARCADIA TRAINING & CONSULTING, ...	Inv #1608 3065 / Asbestos removal and disposal for remodel	0.00		0.00
Check	07/10/2025	12036	ROGERS ENGINEERING, INC.	Office Remodel: Prelim Design, Construction Docs, Administration	6,257.50		6,257.50
Check	07/10/2025	12038	ARCADIA ENVIRONMENTAL, INC.	Inv #1608 3065 / Asbestos removal, disposal for remodel	663.21		6,920.71
Total 551-2 · Building Improvements - SA					6,920.71	0.00	6,920.71
606-1 · Health Ins. Benefits - WO							
Check	07/17/2025	12051	SDIS	August health and supplemental ins premiums	13,812.97		13,812.97
Total 606-1 · Health Ins. Benefits - WO					13,812.97	0.00	13,812.97

Green Area Water & Sanitary Authority
GAWSA Expense Detail
 July 2025

Type	Date	Num	Name	Memo	Debit	Credit	Balance
606-2 · Health Ins. Benefits - SO							
Check	07/17/2025	12051	SDIS	August health and supplemental ins premiums	6,854.35		6,854.35
Total 606-2 · Health Ins. Benefits - SO					6,854.35	0.00	6,854.35
610-1 · Vehicle/Equipment O & M - WO							
Check	07/10/2025	12016	BASSETT-HYLAND ENERGY	Inv #CL35609 / trucks and equipment fuel 6/1 - 6/15	377.33		377.33
Check	07/10/2025	12016	BASSETT-HYLAND ENERGY	Inv #CL36006 / trucks and equipment fuel 6/16 - 6/30	180.09		557.42
Check	07/17/2025	12046	OREGON TOOL & SUPPLY	Inv #873732 / PO 18768 / Wand & gun for vac trailer	74.90		632.32
Total 610-1 · Vehicle/Equipment O & M - WO					632.32	0.00	632.32
610-2 · Vehicle/Equipment O & M - SO							
Check	07/10/2025	12016	BASSETT-HYLAND ENERGY	Inv #CL35609 / trucks and equipment fuel 6/1 - 6/15	20.97		20.97
Check	07/10/2025	12016	BASSETT-HYLAND ENERGY	Inv #CL36006 / trucks and equipment fuel 6/16 - 6/30	219.56		240.53
Total 610-2 · Vehicle/Equipment O & M - SO					240.53	0.00	240.53
611-1 · Dues/Fees/Subscriptions- WO							
Check	07/10/2025	12032	ONE CALL CONCEPTS, INC.	Inv #5060700 / June locate tickets	40.04		40.04
Check	07/10/2025	12031	OCCUHEALTH	Inv #94892 / PX DOT Egbert Physical for JM	110.00		150.04
Check	07/17/2025	12049	UBOS	Inv #2026-11 / SOOS 25-26 annual dues	15.00		165.04
Total 611-1 · Dues/Fees/Subscriptions- WO					165.04	0.00	165.04
611-2 · Dues/Fees/Subscriptions- SO							
Check	07/10/2025	12031	OCCUHEALTH	Inv #95512 / PX DOT Wicks Physical for SM	110.00		110.00
Check	07/10/2025	12032	ONE CALL CONCEPTS, INC.	Inv #5060700 / June locate tickets	40.04		150.04
Check	07/17/2025	12049	UBOS	Inv #2026-11 / SOOS 25-26 annual dues	15.00		165.04
Total 611-2 · Dues/Fees/Subscriptions- SO					165.04	0.00	165.04
612-1 · Communication & IT - Ops							
Check	07/10/2025	12021	DOUGLAS FAST NET	Carnes shop internet - July	86.39		86.39
Check	07/10/2025	12021	DOUGLAS FAST NET	WTP phone/fax/internet/alarm line - July	133.24		219.63
Check	07/17/2025	12058	VERIZON WIRELESS	Inv #6116444873 / tablet line	48.66		268.29
Paycheck	07/31/2025	DD2317	Carlson, Trev W	Direct Deposit	50.00		318.29
Paycheck	07/31/2025	DD2321	Hope, Will T	Direct Deposit	50.00		368.29
Paycheck	07/31/2025	DD2322	Manson, Joshua T.	Direct Deposit	50.00		418.29
Paycheck	07/31/2025	DD2324	Paulson, Alan D.	Direct Deposit	50.00		468.29
Paycheck	07/31/2025	DD2325	Radford, Daniel L.	Direct Deposit	50.00		518.29
Paycheck	07/31/2025	DD2327	Wolford, Jeremy J.	Direct Deposit	50.00		568.29
Total 612-1 · Communication & IT - Ops					568.29	0.00	568.29
612-2 · Communication & IT - SO							
Check	07/17/2025	12058	VERIZON WIRELESS	Inv #6116444873 / second tablet line	23.67		23.67
Paycheck	07/31/2025	DD2318	Chasteen, Matthew S.	Direct Deposit	50.00		73.67
Paycheck	07/31/2025	DD2323	Miller, Shannon L.	Direct Deposit	50.00		123.67
Total 612-2 · Communication & IT - SO					123.67	0.00	123.67
615-1 · Misc Expense - WO							
Check	07/17/2025	12042	AMAZON CAPITAL SERVICES, INC.	Inv #19HP-DLYM-NPHV / AED Replacement battery M5070A	118.99		118.99
Check	07/17/2025	12052	STAPLES CONTRACT	Summ #7005424772 / copy paper	42.49		161.48
Total 615-1 · Misc Expense - WO					161.48	0.00	161.48
620-1 · R & M Water Distribution							
Check	07/10/2025	12020	DOUGLAS CO. FARMERS CO-OP	Inv #71864 / PO 18767 / parts for Poppy Ln blow-off	28.54		28.54
Check	07/10/2025	12029	LONG'S BUILDING SUPPLY	Inv #405664 / PO 18760 / Redimix for driveway repair	147.20		175.74
Check	07/10/2025	12029	LONG'S BUILDING SUPPLY	Inv #406928 / PO 18780 / misc customer svc parts	6.78		182.52
Check	07/10/2025	12029	LONG'S BUILDING SUPPLY	Inv #406950 / PO 18781 / misc customer svc parts	6.93		189.45
Total 620-1 · R & M Water Distribution					189.45	0.00	189.45

Green Area Water & Sanitary Authority
GAWSA Expense Detail
 July 2025

Type	Date	Num	Name	Memo	Debit	Credit	Balance
621-1 · R & M - Dist Shop							
Check	07/17/2025	12059	Carnes Road Site	Inv #334322 / Carnes Rd. shop 200G dumpster	94.25		94.25
Total 621-1 · R & M - Dist Shop					94.25	0.00	94.25
622-1 · Tools & Supplies - Distribution							
Check	07/10/2025	12020	DOUGLAS CO. FARMERS CO-OP	Inv #71939 / PO 18770 / test fittings & bulk meter fittings	45.83		45.83
Check	07/10/2025	12020	DOUGLAS CO. FARMERS CO-OP	Inv #71943 / PO 18771 / garden hose repair - Carnes Rd	17.08		62.91
Check	07/10/2025	12020	DOUGLAS CO. FARMERS CO-OP	Inv #72111 / PO 18795 / duct tape	11.98		74.89
Check	07/10/2025	12020	DOUGLAS CO. FARMERS CO-OP	Inv #72200 / PO 18790 / mole poison for meter boxes	21.99		96.88
Check	07/10/2025	12026	POLLARDWATER	Inv #290387 / PO 18785 / cable service pulling tools	1,919.34		2,016.22
Check	07/10/2025	12027	FLURY SUPPLY	Inv #3688 / PO 18786 / vac hose	762.72		2,778.94
Check	07/10/2025	12029	LONG'S BUILDING SUPPLY	Inv #406088 / PO 18766 / dust mask, pvc parts	10.37		2,789.31
Total 622-1 · Tools & Supplies - Distribution					2,789.31	0.00	2,789.31
624-1 · Utilities - Water Dist WO							
Check	07/10/2025	12015	AVISTA UTILITIES	Natural gas service Highland PS 5/22- 6/23	23.15		23.15
Check	07/10/2025	12015	AVISTA UTILITIES	Natural gas service Carnes Shop 5/22- 6/23	44.31		67.46
Check	07/17/2025	12047	PACIFIC POWER	Tipton PS/Roseburg intertie electricity 5/13 - 6/12	95.74		163.20
Check	07/17/2025	12047	PACIFIC POWER	Carnes shop electricity 5/1 - 6/2	172.70		335.90
Check	07/17/2025	12047	PACIFIC POWER	Highland Vista PS electricity 5/1 - 6/2	444.78		780.68
Check	07/17/2025	12047	PACIFIC POWER	Glengary PS electricity 5/2 - 6/3	50.64		831.32
Total 624-1 · Utilities - Water Dist WO					831.32	0.00	831.32
625-1 · Engineering - WDist WO							
Check	07/15/2025	12041	THE DYER PARTNERSHIP ENGINEER...	Inv #40159 / OHA water line plan exemption letter preparation	220.00		220.00
Check	07/15/2025	12041	THE DYER PARTNERSHIP ENGINEER...	Inv #40249 / Meeting preparations, funding status, Master Plans RFI	590.00		810.00
Total 625-1 · Engineering - WDist WO					810.00	0.00	810.00
626-1 · Water Samples - WO							
Check	07/17/2025	12055	UMPQUA RESEARCH	Inv #M078690 / 2 TOC tests, 1 Alkalinity test	156.60		156.60
Check	07/17/2025	12055	UMPQUA RESEARCH	Inv #M078831 / 8 coliform tests	240.00		396.60
Check	07/17/2025	12055	UMPQUA RESEARCH	Inv #M078854 / 2 TOC tests, 1 Alkalinity test	156.60		553.20
Check	07/17/2025	12055	UMPQUA RESEARCH	Inv #M079267 / 2 TOC tests, 1 Alkalinity test	156.60		709.80
Check	07/17/2025	12055	UMPQUA RESEARCH	Inv #M079285 / 8 coliform tests	240.00		949.80
Total 626-1 · Water Samples - WO					949.80	0.00	949.80
627-1 · Backflow Tests- WO							
Check	07/10/2025	12028	HOLLAND LANDSCAPING OREGON	Inv #2438 / 21 non-comp backflow tests	1,155.00		1,155.00
Total 627-1 · Backflow Tests- WO					1,155.00	0.00	1,155.00
628-1 · Inventory Adjustment W							
Check	07/10/2025	12025	FEL #3011 WATERWORKS	Inv #1315021 / PO 18776 / Brass parts for inventory	140.18		140.18
Check	07/10/2025	12029	LONG'S BUILDING SUPPLY	Inv #406631 / PO 18775 / pvc parts for inventory	13.07		153.25
Check	07/10/2025	12035	ROCK-IT MAN TRUCKING	Inv #664385 / PO 18792 / haul crushed rock for stock pile	200.00		353.25
Check	07/10/2025	12035	ROCK-IT MAN TRUCKING	Inv #664383 / PO 18791 / haul crushed rock for stock pile	200.00		553.25
Check	07/17/2025	12045	CORIX WATER PRODUCTS, INC.	Inv #U2516023247 / PO 18777 / meter gaskets	106.00		659.25
Check	07/17/2025	12056	UMPQUA SAND AND GRAVEL	Inv #3969811 / PO 18787 / Crushed rock for inventory 24.63 ton	314.03		973.28
Check	07/17/2025	12056	UMPQUA SAND AND GRAVEL	Inv #3972934 / PO 18793 / Crushed rock for inventory 25.15 ton	320.66		1,293.94
Total 628-1 · Inventory Adjustment W					1,293.94	0.00	1,293.94
641-2 · R & M Lines & Manholes - SO							
Check	07/10/2025	12023	DUKES ROOT CONTROL INC.	Inv #34701 / Job #5013 / PO 18779 / Manhole and 8" pipe root control	5,811.98		5,811.98
Total 641-2 · R & M Lines & Manholes - SO					5,811.98	0.00	5,811.98
642-2 · Tools & Supplies - SO							
Check	07/10/2025	12020	DOUGLAS CO. FARMERS CO-OP	Inv #72281 / PO 18784 / weater eater trim line	14.49		14.49
Check	07/17/2025	12042	AMAZON CAPITAL SERVICES, INC.	Inv #1C74-LHNC-XYXL / PO 18798 / Sun Joe pressure washer	99.99		114.48
Check	07/17/2025	12045	CORIX WATER PRODUCTS, INC.	Inv #U2516024861 / PO 18788 / US Saws hot saw blade	142.90		257.38
Total 642-2 · Tools & Supplies - SO					257.38	0.00	257.38

Green Area Water & Sanitary Authority
GAWSA Expense Detail
July 2025

Type	Date	Num	Name	Memo	Debit	Credit	Balance
647-2 · G4 Pumpstation - SO							
Check	07/10/2025	12021	DOUGLAS FAST NET	G4 pumpstation alarm line - July	15.04		15.04
Check	07/17/2025	12047	PACIFIC POWER	G4 PS electricity 5/1 - 6/2	2,231.18		2,246.22
Total 647-2 · G4 Pumpstation - SO					2,246.22	0.00	2,246.22
648-2 · O&M Pumpstations - SO							
Check	07/10/2025	12020	DOUGLAS CO. FARMERS CO-OP	Inv #71928 / PO 18769 / parts for Rising River PS	30.27		30.27
Check	07/17/2025	12047	PACIFIC POWER	Oak Creek PS electricity 5/1 - 6/2	81.52		111.79
Check	07/17/2025	12047	PACIFIC POWER	Briarwood PS electricity 5/1 - 6/2	40.56		152.35
Total 648-2 · O&M Pumpstations - SO					152.35	0.00	152.35
700-1 · WTP R & M							
Check	07/10/2025	12014	NAPA AUTO PARTS	Inv #954848 / PO 18774 / belts for air compressor	37.90		37.90
Check	07/17/2025	12054	TROJAN TECHNOLOGIES CORP	Inv #200/50003431 / PO 18772 / UVSwit Dosimeter 6 Board	9,080.60		9,118.50
Check	07/17/2025	12054	TROJAN TECHNOLOGIES CORP	Inv #200/50003760 / PO 18782 / Programming for UV Board	1,210.38		10,328.88
Check	07/17/2025	12057	UNIT PROCESS COMPANY	Inv #220/55045685 / PO 18744 / Bray valve for backwash	1,560.67		11,889.55
Total 700-1 · WTP R & M					11,889.55	0.00	11,889.55
701-1 · WTP Tools & Supplies							
Check	07/17/2025	12043	CANON FINANCIAL SERVICES, INC.	Inv #41269760 / WTP copier lease pmt	83.50		83.50
Total 701-1 · WTP Tools & Supplies					83.50	0.00	83.50
702-1 · WTP Utilities							
Check	07/17/2025	12047	PACIFIC POWER	WTP electricity 5/1 - 6/2	14,885.55		14,885.55
Total 702-1 · WTP Utilities					14,885.55	0.00	14,885.55
704-1 · WTP Chemicals							
Check	07/10/2025	12034	NORTHSTAR CHEMICAL, INC.	Inv #312884 / PO 18773 / 50% Organic Citric Acid, 75% Phosphoric Acid	13,774.99		13,774.99
Check	07/10/2025	12034	NORTHSTAR CHEMICAL, INC.	Inv #312926 / PO 18778 / 30% Calcium Thiosulfate	1,910.74		15,685.73
Total 704-1 · WTP Chemicals					15,685.73	0.00	15,685.73
712-2 · O&M Regional WWTP							
Check	07/17/2025	12044	CITY OF WINSTON	WWTP Personal services - Apr 2025	26,412.76		26,412.76
Check	07/17/2025	12044	CITY OF WINSTON	WWTP Personal services - May 2025	26,861.11		53,273.87
Total 712-2 · O&M Regional WWTP					53,273.87	0.00	53,273.87
TOTAL					170,119.72	0.00	170,119.72

GREEN AREA WATER & SANITARY AUTHORITY
GENERAL MANAGER'S REPORT
August 19, 2025

Office Remodel

Construction is under way in the sanitary office. We have had one Change Order for floor prep and leveling, in the amount of \$4,540.26. The existing concrete floor on the west end of the office had a significant drop, 1.5 inches at the deepest spot. Sheetrock installation began the week of August 11-15. We have received Payment Application No. 1 from Zerbach Construction, with \$28,942.26 completed to date, less retainage of \$1447.11. The payment request has been reviewed by Rogers Engineering, and we recommend Board approval of payment in the amount of \$27,495.15.

Dyer Partnership Engineers

GAWSA staff met with Dyer Partnership Engineers for a kick-off meeting for the Capital Improvement Plans project. We are now gathering information for the engineers.

Resolution No. 2025-08-01, Adopting a GAWSA Employee Handbook

We have finalized the GAWSA Employee Handbook, as attached. While the handbook was started as a template, staff spent a significant amount of time tailoring the handbook and its policies to GAWSA.

Resolution No. 2025-08-02, Adopting a GAWSA Vehicle Driving Policy

Staff determined that a formal vehicle driving policy was necessary to accompany the new employee handbook, as a sub-policy to the health and safety section.

Theft Activity

We have had some recent trespassing/theft activity at the Carnes Shop. There is a bin with disposed brass parts and meters behind the shop that has become a target for thieves. We have camera footage of the theft, but we were unable to identify and catch the subjects. We are looking into extending the fence to run along the railroad tracks in hopes of deterring trespassers.

AIA Document G702® - 1992

Application and Certificate for Payment

TO OWNER: Green Area Water and Sanitary Authority 4336 Old Hwy 99S Roseburg, OR 97470	PROJECT: Green Area Water and Sanitary Authority Office Remodel 3879 Old Hwy 99S Roseburg, OR 97470	APPLICATION NO: 001 PERIOD TO: August 9, 2025 CONTRACT FOR: CONTRACT DATE: 08-18-2025 PROJECT NOS: / 541-957-307/
Distribution to:		
OWNER: <input checked="" type="checkbox"/>		
ARCHITECT: <input type="checkbox"/>		
CONTRACTOR: <input type="checkbox"/>		
FIELD: <input type="checkbox"/>		
OTHER: <input type="checkbox"/>		

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. AIA Document G703[®], Continuation Sheet, is attached.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which a previous Certificate for Payment were issued and payments received from the Owner, and that no payment shown herein is now due.

1. ORIGINAL CONTRACT SUM.....	258,086.31
2. NET CHANGE BY CHANGE ORDERS.....	4,540.26
3. CONTRACT SUM TO DATE (Line 1 ± 2).....	262,626.57
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703).....	S28,942.26
5. RETAINAGE:	
a. 5% of Completed Work	
(Column D + E on G703: S28,942.26)=	1,447.11
b. 0.00% of Stored Material	
(Column F on G703: S0.00)=	S0.00
Total Retainage (Lines 5a + 5b or Total in Column I of G703).....	1,447.11
6. TOTAL EARNED LESS RETAINAGE.....	27,495.15
(Line 4 Less Line 5 Total)	
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT.....	0.00
(Line 6 from prior Certificate)	
8. CURRENT PAYMENT DUE.....	27,495.15
9. BALANCE TO FINISH, INCLUDING RETAINAGE	
(Line 3 less Line 6)	235,131.42

CONTRACTOR:

By:



Date:

8-18-25

State of:

County of:

Subscribed and sworn to before

me this _____ day of _____

Notary Public:

My Commission expires: _____

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: _____ **27,495.15**

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

By:

Date:

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	4,540.26	0.00
Total approved this Month	0.00	0.00
TOTALS	4,540.26	0.00
NET CHANGES by Change Order		4,540.26

GREEN AREA WATER AND SANITARY AUTHORITY

RESOLUTION NO. 2025-08-01

RESOLUTION TO ADOPT AN EMPLOYEE HANDBOOK

WHEREAS, an employee handbook is an integral component of Authority personnel policies to provide a set of general guidelines and policies governing all Authority employees, including employee conduct, workplace conditions, drug and alcohol policies, policies that implement state and federal employment laws, and other aspects of public employment and Authority service, and

WHEREAS, the Green Area Water & Sanitary Authority has not adopted an employee handbook since consolidating Roberts Creek Water District and Green Sanitary District, and

WHEREAS, the handbook, attached hereto as Exhibit A is consistent with federal and state laws and policies, and incorporates compensation, benefits, and accrued leave from the policies of Roberts Creek Water District and Green Sanitary District, utilizing the policies most advantageous to the employees, and

WHEREAS, the handbook has been drafted based on an employee policy handbook template recommended by Special Districts Association of Oregon,

NOW, THEREFORE BE IT RESOLVED that the Board of Directors of the Green Area Water & Sanitary Authority that the Employee Handbook attached hereto is approved and adopted as policy of the Authority.

BE IT FURTHER RESOLVED, that the Board of Directors authorizes and directs the General Manager and management staff to act on behalf of and in the best interest of the Authority to implement and administer the policies of the employee handbook, including but not limited to communicating the policies to all employees and ensuring compliance.

ADOPTED by the Green Area Water & Sanitary Authority Board of Directors on this 19th day of August 2025.

Dated: August 19, 2025

**GREEN AREA WATER AND SANITARY
AUTHORITY**

Board Chair

ATTEST:

1 - RESOLUTION ADOPTING EMPLOYEE HANDBOOK

GREEN AREA WATER AND SANITARY AUTHORITY

RESOLUTION NO. 2025-08-02

RESOLUTION TO ADOPT AN AUTHORITY VEHICLE DRIVING POLICY

WHEREAS, the Board of Directors of Green Area Water & Sanitary Authority (GAWSA) recognizes the need to establish clear guidelines and procedures for the use of Authority-owned and personal vehicles for employment purposes, and

WHEREAS, a comprehensive Vehicle Driving Policy (the Policy) has been developed to ensure the safe, responsible, and compliant operation of vehicles, mitigate risks, and clarify employee responsibilities, and

WHEREAS, The Board has reviewed the proposed Policy, which outlines qualifications for vehicle use, driver rules and responsibilities, procedures for accidents, disciplinary actions for violations, and guidelines for the use for personal vehicles for GAWSA business.

NOW, THEREFORE BE IT RESOLVED that the Board of Directors of the Green Area Water & Sanitary Authority that the Vehicle Driving Policy attached hereto as Exhibit 1 is approved and adopted as policy of the Authority.

BE IT FURTHER RESOLVED, that the Board of Directors authorizes and directs the General Manager and management staff to implement and administer the Policy, including but not limited to communicating the Policy to all employees and ensuring compliance.

ADOPTED by the Green Area Water & Sanitary Authority Board of Directors on this 19th day of August 2025.

Dated: August 19, 2025

**GREEN AREA WATER AND SANITARY
AUTHORITY**

Board Chair

ATTEST:

Green Area Water & Sanitary Authority
Customer Payment History - Summary

Sort Order : Payment Source
 From: 7/1/2025 Through: 7/31/2025

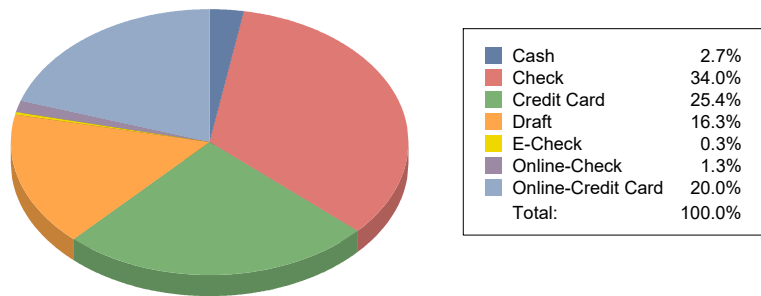
Payment Method	Quantity	Payment Amount
Cash	87	\$7,889.00
Check	1,101	\$120,120.41
Credit Card	822	\$86,130.28
Draft	529	\$56,761.97
E-Check	11	\$1,479.86
Online-Check	42	\$5,618.26
Online-Credit Card	650	\$59,776.22

Summary totals do not include reversed/transferred payments.

Service	Trans. Amount
Hydrant	\$(48.00)
Miscellaneous	\$(12,973.78)
Second Level Charge	\$(880.00)
Service Charge	\$(82,903.29)
Sewer	\$(126,785.27)
Sprinkler	\$(600.00)
Water	\$(113,585.66)
Totals	\$(337,776.00)

Payment Method	Quantity	Payment Amount
Payment Source		
Amount		
Autopay		
Credit Card		\$(50,322.36)
Draft		\$(56,761.97)
		\$(107,084.33)
Customer Portal		
Online-Check		\$(5,618.26)
Online-Credit Card		\$(59,776.22)
		\$(65,394.48)
IVR		
Credit Card		\$(3,732.25)
E-Check		\$(445.30)
		\$(4,177.55)
Lockbox		
Check		\$(92,439.99)
		\$(92,439.99)
Manual		
Cash		\$(7,889.00)
Check		\$(27,680.42)
Credit Card		\$(32,075.67)
E-Check		\$(1,034.56)
		\$(68,679.65)
Totals		\$(337,776.00)

Payment Breakdown



Green Area Water & Sanitary Authority Transaction List - Summary

Sort order: Customer No.

From: 7/1/2025 Through: 7/31/2025

Limited to :

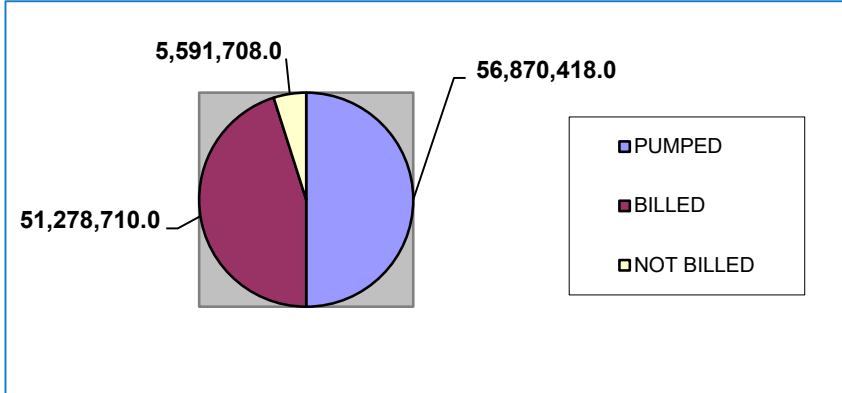
Transaction Types: Collection Write-Off, Interest, Misc Chrg., Penalty, Shutoff, Write-Off

Deposits Transaction Types:

Transaction Type	Applies To	Transaction Amount
Collection Write-Off	Water Charge	(\$48.45)
	Water Delinquency	(\$10.00)
	Service Charge Charge	(\$88.93)
	Service Charge Delinquency	(\$45.00)
	Sewer Charge	(\$146.93)
		(\$339.31)
Delinquency	Water Penalty	\$3,000.00
	Service Charge Interest	\$640.00
	Service Charge Penalty	\$160.00
	Sewer Interest	\$80.00
	Sewer Penalty	\$165.00
		\$4,045.00
Misc Chrg.	Water (BWLOAD)	\$52.50
	Water (DHF)	\$60.00
	Water (RF)	\$25.00
	Miscellaneous (BF)	\$1,200.00
	Service Charge (AF)	\$850.00
	Service Charge (BF)	\$75.00
	Sewer (AF)	\$25.00
		\$2,287.50
Grand Total:		\$5,993.19

Gallons Consumed vs. Billed July 2025

GALLONS PUMPED	GALLONS BILLED	PUMPED BUT NOT BILLED	WATER LOSS PERCENTAGE
56,870,418	51,278,710	5,591,708	9.83%



30 DAYS IN BILLING CYCLE: 6/11/2025 TO 7/10/2025

Repairs, leaks, etc. rendering unverifiable consumption

- 6/16/25 - Replace service - 4316/4330 Coronado
- 6/18/25 - Replace service - 3719 Crawford
- 6/19/25 - Repair service - 2063 Austin
- 6/23/25 - Raise service - 248 Chandler
- 6/25/25 - Replace service - 220/232 Columbia Loop
- 6/26/25 - Replace service - 103/111 Silverado Ct
- 7/02/25 - Replace service - 2358 Castle Ave
- 7/07/25 - Repair service - 342 Corona Lp
- 7/08/25 - Repair service - 3215 Roberts Creek Rd
- 7/09/25 - Replace service - 4495 Stella
- 7/10/25 - Repair service - 409 Bailey Dr.

2023-2024	DIFFERENCE GALLONS	WATER LOSS %	2024-2025	DIFFERENCE GALLONS	WATER LOSS %	2025-2026	DIFFERENCE GALLONS	WATER LOSS %
JULY	4,149,640	7.72%	JULY	1,144,673	2.29%	JULY	5,591,708	9.83%
AUGUST	3,632,880	6.61%	AUGUST	5,232,790	10.27%	AUGUST		
SEPTEMBER	3,715,642	8.03%	SEPTEMBER	3,444,405	8.68%	SEPTEMBER		
OCTOBER	6,314,266	19.22%	OCTOBER	13,864,158	29.70%	OCTOBER		
NOVEMBER	3,754,791	14.00%	NOVEMBER	8,824,638	27.30%	NOVEMBER		
DECEMBER	3,705,892	16.51%	DECEMBER	3,000,000	12.65%	DECEMBER		
JANUARY	5,977,210	21.07%	JANUARY	3,551,400	13.16%	JANUARY		
FEBRUARY	2,925,286	13.95%	FEBRUARY	5,130,540	20.37%	FEBRUARY		
MARCH	1,771,076	7.89%	MARCH	5,485,656	21.28%	MARCH		
APRIL	5,873,172	22.55%	APRIL	6,934,420	25.62%	APRIL		
MAY	4,852,563	16.39%	MAY	6,535,990	18.97%	MAY		
JUNE	7,961,310	19.26%	JUNE	7,033,175	15.27%	JUNE		
AVERAGE LOSS:	4,552,811	14.43%	AVERAGE LOSS:	5,848,487	17.13%	AVERAGE LOSS:	5,591,708	9.83%

SANITARY OPERATIONS REPORT

August 14th, 2025

Construction Projects

- 275 Grant Smith extension for commercial properties.
 - Nothing new to report.
- Shawn Bateson Development, MIDEA Engineering.
 - Construction complete, waiting on Manhole testing for finish grade.
- 550 East Happy Valley main extension, EGR engineering.
 - 1 year warranty started.
- Tatone Harmony project, ie engineering, Umpqua S&G & JRT
 - Construction complete, all mainline requirements and testing completed.
 - 1 year warranty started.
- Vanacker Depriest development, line extension, ie Engineering.
 - Resubmitting to DEQ for design review.
- Poteet Palmdale development, line extension, Adam Heberly Engineering.
 - Small subdivision at the west end of Palmdale.

Collection System

- Manhole inspections project 'C' Basin, underway.
- TV annual project.
 - 'C' Basin, flushing and CCTV, underway.
- Updating GIS and AutoCAD with lateral location changes 'B' Basin map updates, complete.
- Pausing TV annual project for annual flushing of 33% of the system.
- Douglas County leachate.
 - 72 loads of treated leachate were delivered to Ingram discharge site.
 - Report included.
- Master Plan, Dyer Partnership
 - Request for Information, underway.
 - Site Visit Sanitary, Scheduled August 19th.

G4 and Pump Stations

- GAWSA Pump Stations ran well, with typical operation and maintenance.
- G4, New Mag Meter purchased, replacement scheduled for end of September.
- G4, Generator water system repair complete.

Lateral Inspections & GIS

- 7 Inspections.
 - 271 Kermanshah, TV & GIS update, I&I repair area drain.
 - 262 Columbia Loop, TV & GIS update, I&I repair area drain.
 - 164 Char, I&I repair, GIS update.
 - 195 Rolling Hills, 2 lateral repairs, I&I area drain, & cross connection.
 - 157 Beverly Ct, TV & GIS update.
 - 3678 Krohn, TV & GIS update.
 - 2065 Bel Air, TV & GIS update.

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

Submitted by, Shannon L. Miller

Leachate Load Tickets - Ingram

Date	Pick up	mg/l	PH		Date	Pick up	mg/l	PH		Date	Pick up	mg/l	PH	
7/1	10:20 AM	0.135		8.32	7/2					7/3	7:22 AM	0.119	8.47	
7/1	11:30 AM	0.135		8.25						7/3	9:56 AM	0.119	8.44	
7/1	12:48 PM	0.135		8.21						7/3	1:40 PM	0.119	8.40	
7/1	1:38 PM	0.135		8.13						7/3	2:30 PM	0.119	8.33	
7/1	2:38 PM	0.135		8.16										
Total Gallons:		27,500		5	Total Gallons:		0	0		Total Gallons:		22,000	4	
Date	Pick up	mg/l	PH		Date	Pick up	mg/l	PH		Date	Pick up	mg/l	PH	
7/4					7/5					7/6	6:20 AM	0.034	8.35	
										7/6	7:00 AM	0.034	8.43	
										7/6	8:15 AM	0.034	8.39	
										7/6	9:14 AM	0.034	8.37	
										7/6	11:20 AM	0.034	8.38	
										7/6	12:20 PM	0.034	8.27	
										7/6	1:20 PM	0.034	8.19	
										7/6	2:26 PM	0.034	8.16	
Total Gallons:		0		0	Total Gallons:		0	0		Total Gallons:		44,000	8	
Date	Pick up	mg/l	PH		Date	Pick up	mg/l	PH		Date	Pick up	mg/l	PH	
7/7					7/8					7/9	8:48 AM	1.09	8.39	
										7/9	9:48 AM	1.09	8.31	
										7/9	10:47 AM	1.09	8.27	
										7/9	11:46 AM	1.09	8.24	
										7/9	12:42 PM	1.09	8.21	
										7/9	1:42 PM	1.09	8.12	
										7/9	2:40 PM	1.09	8.10	
Total Gallons:		0		0	Total Gallons:		0	0		Total Gallons:		38,500	7	
Date	Pick up	mg/l	PH		Date	Pick up	mg/l	PH		Date	Pick up	mg/l	PH	
7/10	1:15 PM	0.031		8.21	7/11					7/12				
7/10	2:20 PM	0.031		8.12										
7/10	3:20 PM	0.031		8.03										
Total Gallons:		16,500		3	Total Gallons:		0	0		Total Gallons:		0	0	
Date	Pick up	mg/l	PH		Date	Pick up	mg/l	PH		Date	Pick up	mg/l	PH	
7/13	7:00 AM	0.025		8.34	7/14					7/15	1:42 PM	0.053	8.11	
7/13	8:10 AM	0.025		8.29						7/15	2:38 PM	0.053	8.08	
7/13	9:15 AM	0.025		8.25										
7/13	10:15 AM	0.025		8.23										
7/13	11:15 AM	0.025		8.19										
7/13	12:15 PM	0.025		8.16										
Total Gallons:		33,000		6	Total Gallons:		0	0		Total Gallons:		11,000	2	
Date	Pick up	mg/l	PH		Date	Pick up	mg/l	PH		Date	Pick up	mg/l	PH	
7/16					7/17	10:48 AM	0.022	8.21		7/18				
					7/17	11:46 AM	0.022	8.13						
					7/17	12:47 PM	0.022	8.09						
					7/17	2:00 PM	0.022	8.00						
Total Gallons:		0		0	Total Gallons:		22,000	4		Total Gallons:		0	0	
Date	Pick up	mg/l	PH		Date	Pick up	mg/l	PH		Date	Pick up	mg/l	PH	
7/19	10:22 AM	0.056		8.30	7/20	7:20 AM	0.023	8.31		7/21				
7/19	11:26 AM	0.056		8.22	7/20	8:24 AM	0.023	8.27						
7/19	12:26 PM	0.056		8.19	7/20	9:27 AM	0.023	8.25						
					7/20	10:31 AM	0.023	8.22						
					7/20	11:31 AM	0.023	8.20						
					7/20	12:35 PM	0.023	8.17						
					7/20	2:30 PM	0.023	8.02						
Total Gallons:		16,500		3	Total Gallons:		38,500	7		Total Gallons:		0	0	
Date	Pick up	mg/l	PH		Date	Pick up	mg/l	PH		Date	Pick up	mg/l	PH	
7/22					7/23	7:22 AM	0.015	8.38		7/24	2:30 PM	0.015	8.21	
					7/23	8:25 AM	0.015	8.29		7/24	3:30 PM	0.015	8.09	
					7/23	9:30 AM	0.015	8.28						
					7/23	10:40 AM	0.015	8.24						
					7/23	1:20 PM	0.015	8.11						
					7/23	2:20 PM	0.015	8.07						
Total Gallons:		0		0	Total Gallons:		33,000	6		Total Gallons:		11,000	2	
Date	Pick up	mg/l	PH		Date	Pick up	mg/l	PH		Date	Pick up	mg/l	PH	
7/25					7/26					7/27	7:15 AM	0.032	8.45	
										7/27	8:24 AM	0.032	8.42	
										7/27	9:30 AM	0.032	8.41	
										7/27	10:33 AM	0.032	8.37	
										7/27	11:42 AM	0.032	8.33	
										7/27	1:02 PM	0.032	8.26	
										7/27	2:10 PM	0.032	8.20	
Total Gallons:		0		0	Total Gallons:		0	0		Total Gallons:		38,500	7	
Date	Pick up	mg/l	PH		Date	Pick up	mg/l	PH		Date	Pick up	mg/l	PH	
7/28					7/29	3:00 PM	0.015	8.21		7/30	2:12 PM	0.015	8.18	
										7/30	3:15 PM	0.015	8.10	
Total Gallons:		0		0	Total Gallons:		5,500	1		Total Gallons:		11,000	2	
Date	Pick up	mg/l	PH		Date	Pick up	mg/l	PH		Date	Pick up	mg/l	PH	
7/31	7:40 AM	0.015		8.33										
7/31	8:10 AM	0.015		8.31										
7/31	9:00 AM	0.015		8.28										
7/31	10:45 AM	0.015		8.26										
7/31	11:45 AM	0.015		8.24										
Total Gallons:		27,500		5	Total Gallons:		0	0		Total Gallons:		0	0	
TOTAL TICKETS:				72	TOTAL GALLONS/MONTH:				396,000					
				\$2,574										

Green Area Water & Sanitary Authority

Superintendents Report

August 2025

Dire Engineering is currently working on plans for the Grantsmith Rd. Waterline tie-in. We are also getting them information the future Mater Plan and Capitol Projects.

Shannon and I met with stakeholders regarding a development near Little Valley Rd. They are in the early stages of the development, but we see no issues with the availability of Water or Sewer, that will hold up their project.

We had a representative from Trojan Technologies, do some minor work on our U.V. system. Both U.V's are running well since their visit.

We are currently cleaning out one of our sediment ponds. This should allow us to get the other pond dried and clean before the rains come.

Testing for cyanotoxins will continue through October. All test results have been good.

Our disinfection by-products testing went very well in July.

Terry Nelson is continuing programming at the Treatment plant regarding our Oregon Health Authority reporting. I'll give a verbal update at the meeting regarding this.

Our peak pumping day for the year was over 2.5 MGD, on July 25th. The plant is running well.

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

Winston- Green WWTF Monthly Numbers

July 2025

General

1.) Plant Flow (MG)	<u>2025</u>		<u>2024</u>	
<i>Winston</i>	14.22	43%	15.425	50%
<i>Green</i>	18.66	57%	15.432	50%
<i>Rainfall</i>	0.18		0.15	
2.) Leachate			10,848	
WWTF:	0			
Ingram:	434,500		165,000	
Total:	434,500		165,000	
3.) Bio-Solids				
1.) Drying Beds:	217,995 gallons			
2.) Land Application:	54,000 gallons			

Monthly Notes

- Continued Hauling liquid Biosolids
- Completed Rebuilds of both Primary Sludge Pumps
- Reinstalled Blower # 2 for the RBC's
 - It was previously removed during the installation of Blower #4
- Picked up dried Biosolids from drying beds and filled drying beds with more liquid Biosolids
- The Plant was hit with large amount of Petroleum from incoming flow. We took samples to determine it was Deisel
- TAG onsite for continued work on PLC's



Staff Report

WWTF 25-03

- Date:** August 6, 2025
- Prepared by:** Christopher Sherlock
- Title:** **LEASE AGREEMENT**
- Background:** The Wastewater Treatment Facility has approximately 12 acres of land that sits directly in front of the plant. The lands' primary function is to supply the facility with an area for our biosolids program during the summer months. When not in use, the land gets leased and then used as pasture for livestock. This is beneficial to plant as we do not have to directly take care of the land.
- Analysis:** The last 8 years has seen a Joe Hammack Lease the property of which there have been no problems with this individual.
- Recommendation:** Staff recommends The Board approve the Lease Agreement with Joe Hammack for a period commencing June 1, 2025 and ending June 30, 2027
- Financial Impact:** The lease brings an annual amount of \$600 to the facility. This money would be split between Green Area Water and Sanitary Authority, \$300 and The City of Winston, \$300.

FLOW ALLOCATION CHART

MONTH	WINSTON MG	GREEN MG	GREEN Calculated MG	LANDERS LN. MG	LEACHATE (Ingram) MG	TOTAL MG	RAINFALL
Jan.25	37.47	31.60	31.92	0.891	0.567	69.39	2.98
Feb.25	33.23	29.76	29.49	0.789	1.062	62.72	3.99
Mar.25	47.88	37.97	37.77	1.089	1.293	85.65	8.36
Apr.25	26.89	34.25	33.76	0.560	1.051	60.65	0.81
May.25	17.41	21.16	20.97	0.352	0.539	38.38	0.57
June.25	14.22	18.66	18.55	0.334	0.435	32.78	0.18
July.25	14.03	17.51	17.45	0.339	0.396	31.48	0.10
Aug.24	14.86	16.96	17.35	0.392		32.21	1.59
Sept.24	13.39	15.48	15.95	0.469		29.34	0.43
Oct.24	15.49	17.66	18.19	0.531		33.68	1.86
Nov.24	28.71	31.80	32.40	0.595		61.11	8.54
Dec.24	39.53	40.32	40.91	0.595		80.44	9.14
TOTAL	303.12	313.12	314.71	6.937		617.83	38.55
GREEN Flow Calculated		314.71					
APPORTIONMENT	49.06%	50.94%					
				100%			

WINSTON-GREEN WWTF

July 2025

SYSTEM CLASSIFICATION: IV PERMIT # 100554
 COUNTY: DOUGLAS

POPULATION: 14000

FILE # 98400
 TYPE: RBC / ACTIVATED SLUDGE
 BIOSOLIDS

D	A	TOTAL	INF	INF	INF	NH3	TKN	NO2	NO3	TOTAL	EFF	EFF	EFF	%	LBS	EFF	%	LBS	CL2	CL2	ECOLI	BIOSOLIDS	DRYING	RAIN	
	T	FLOW	PH	CBOD	SS	N	EFF	EFF	EFF	P	PH	TEMP	CBOD	REM	CBOD	SS	REM	DIS	RES	USED	COL	LAND	BEDS	FALL	
	E	MGD		mg/l	mg/l	EFF				EFF		MAX	mg/l	CBOD	DIS	mg/l	SS	SS	mg/l	GAL.		gallons	gallons	inches	
1		1.165	7.5								6.9	23.9							0.08	531		13,500	38,110		
2		1.191	7.5	305	705	0.2					7.2	23.6	2.3	99%	23	1.6	100%	16	0.07	536			25,025		
3		1.171	7.5								7.1	23.1							0.08	532			47,460		
4		1.132	7.4								7.0	23.1							0.05	526					
5		1.171	7.5								7.2	23.3							0.09	532					
6		1.259	7.4								6.9	23.4							0.09	547	<1				
7		1.212	7.3	312	597	1.36	4.33	0.05	22.0	5.4	7.2	24.0	1.8	99%	18	4.2	99%	42	0.09	522	7.4				
8		1.167	7.6								7.2	24.3							0.09	531					
9		1.430	7.5	261	693	1.53					6.9	24.0	2.3	99%	27	3.6	99%	43	0.04	562					
10		1.165	7.5								7.4	24.1							0.08	532					
11		1.171	7.6	234	542						7.1	24.2	2.6	99%	25	2.8	99%	27	0.06	533					
12		1.125	7.5								7.1	24.3							0.09	525					
13		1.217	7.5								6.9	24.6							0.07	538	<1				
14		1.243	7.6	307	272	0.13	2.74	0.04	19.2	4.5	7.3	24.6	2.2	99%	23	1.0	100%	10	0.08	544					
15		1.190	7.5								7.1	24.7							0.09	536	<1	22,500			
16		1.221	7.5	272	463	0.96					7.0	24.8	1.7	99%	17	1.2	100%	12	0.08	541			25,900		
17		1.159	7.4								7.0	24.7							0.07	530				21,830	
18		1.164	7.6	302	495						7.1	24.8	3.4	99%	33	2.6	99%	25	0.09	532				22,570	
19		1.182	7.4								6.9	24.7							0.06	535					
20		1.277	7.5								7.1	24.6							0.07	550	1.0				
21		1.218	7.6	244	512	0.41	4.44	0.08	16.2	4.5	7.5	24.7	2.3	99%	23	1.2	100%	12	0.07	540				0.10	
22		1.143	7.5								7.1	24.4							0.09	528	<1				
23		1.476	7.4	204	430	0.11					7.0	25.0	3.0	99%	37	3.6	99%	44	0.07	569		18,000			
24		1.153	7.5								7.1	26.2							0.09	565					
25		1.151	7.6	359	623						7.2	25.0	3.3	99%	32	3.2	99%	31	0.07	556				37,100	
26		1.143	7.5								6.9	24.9							0.09	528					
27		1.297	7.5								7.0	24.8							0.09	553	3.1				
28		1.186	7.4	273	592	0.11	2.46	0.06	17.4	5.9	7.3	25.0	2.6	99%	26	2.2	100%	22	0.07	535					
29		1.233	7.5								7.4	25.1							0.09	537	1.0				
30		1.354	7.4	229	687	5.78	8.23	0.19	12.7	2.6	7.1	25.1	1.6	99%	18	3.4	100%	38	0.08	593					
31		1.164	7.5								7.1	25.2							0.04	619					
TOT		37.53													303			324		16,838		54,000	217,995	0.10	
MAX		1.476	7.6	359	705	5.78	8.23	0.19	22.0	5.9	7.5	26.2	3.4	99%	37	4.2	100%	44	0.09	619	7.4	22,500	47,460	0.10	
MIN		1.125	7.3	204	272	0.11	2.46	0.04	12.7	2.6	6.9	23.1	1.6	99%	17	1.0	99%	10	0.04	522	<1	13,500	21,830	0.10	
AVG		1.211	7.5	275	551	1.18	4.44	0.08	17.5	4.6	7.1	24.5	2.4	99%	25	2.6	100%	27	0.08	543	1.5	18,000	31,142	0.10	

EXCESS THERMAL LOAD	EFF TEMP @
WEEKLY AVG. Mkcals/day	WEEKLY AVG.
1	23.8
6	27.9
13	30.3
20	32.3
27	33.2

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