



# GREEN AREA WATER & SANITARY AUTHORITY

RECEIVED

SEP 18 2024

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: <b>Jenae brand</b>		Service Address: 136 char st Roseburg Oregon 97471
Daytime Phone: <b>5416438211</b>	Account Number: <b>9670000</b>	

#### REPAIR DATE

#### LEAK REPAIR RECEIPTS - PLEASE ATTACH

Date Leak Repaired: <b>09/9/2024</b>	<input type="checkbox"/> Attached
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Brief Description of Leak Failure and Repair:  
**Outside faucet**

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 Jenae brand Date **09/10/2024**

### SECTION 2 - TO BE COMPLETED BY AUTHORITY BILLING DEPT

Date Form Received:

**9/18/24**

Meter Read Date to use for Water Leak Credit Evaluation:

**6/10/24 - 9/10/24**

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

Estimated leak period based on consumption history (attach service history): **5/11/24 - 9/9/24**

Estimated normal billing during leak period: **325.70** Leak month billing: **425.45**

Past average normal billing in same billing cycle (or est avg billing if less than 1 yr of svc): **( 325.70 )**  
(NOTE: if estimating average consumption, attach calculation documentation)

Estimated leak billing of the leak billing period divided by 2= **99.75/2 = 49.87**

Leak gallons vs. normal usage gallons: **117,000 vs. 70,000 gal.**

Calculated water leak credit amount: **49.87**

Reviewer's Initials:

**DC**

Approver's Initials:

- Credit Granted
- Credit Denied

If Leak Credit Granted:

Date Applied: \_\_\_\_\_ Initials: \_\_\_\_\_



# GREEN AREA WATER & SANITARY AUTHORITY

## Water Leak Credit Request



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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: <i>Mindy Hunt</i>		Service Address: <i>205 Ash Street</i>
Daytime Phone: <i>541 643 7910</i>	Account Number: <i>30001921</i>	
REPAIR DATE	LEAK REPAIR RECEIPTS - PLEASE ATTACH	
Date Leak Repaired: <i>8-6-24</i>	<input type="checkbox"/> Attached	
Brief Description of Leak Failure and Repair: <i>under house, rodent damage. Home has been vacant for over year, new tenants found leak - water driveway</i>		
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: <i>M Hunt</i>	Date: <i>9-16-24</i>	

### SECTION 2 - TO BE COMPLETED BY AUTHORITY BILLING DEPT

<b>RECEIVED</b> Date Form Received: <i>SEP 24 2024</i>	Meter Read Date to use for Water Leak Credit Evaluation: <i>8/10/24</i>	If Credit Granted, Utility Bill Anticipated to Show the Credit Amount: <i>69.92</i>
Estimated leak period based on consumption history (attach service history): <i>7/15/24 - 8/6/24</i>		
BY: _____		
Estimated normal billing during leak period: <i>23.00</i>	Leak month billing: <i>139.85</i>	
Past average normal billing in same billing cycle (or est avg billing if less than 1 yr of svc): <i>( 23.00 )</i>		
(NOTE: if estimating average consumption, attach calculation documentation)		
Estimated leak billing of the leak billing period divided by 2= <i>116.85/2 = 58.43</i>		
Leak gallons vs. normal usage gallons: <i>41,000 vs 0 gallons</i>		
Calculated water leak credit amount: <i>58.43</i>		
Reviewer's Initials: <i>QC</i>	Approver's Initials:	<input type="checkbox"/> Credit Granted <input type="checkbox"/> Credit Denied
If Leak Credit Granted: Date Applied: _____ Initials: _____		



# GREEN AREA WATER & SANITARY AUTHORITY

## 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: <i>Barbara Brice</i>		Service Address: <i>452 Redwood Dr. Roseburg, OR 97470</i>
Daytime Phone:	Account Number: <i>7064000</i>	
REPAIR DATE	LEAK REPAIR RECEIPTS - PLEASE ATTACH	
Date Leak Repaired: <i>Around: 10/22/24 *</i>	<input type="checkbox"/> Attached	
Brief Description of Leak Failure and Repair: <i>Husband left hose on for entire week. - see additional comments in UMS</i>		
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 <i>Barbara Brice</i>		Date <i>11/05/2024</i>

### SECTION 2 - TO BE COMPLETED BY AUTHORITY BILLING DEPT

Date Form Received: <i>BY: 11/5/24</i>	Meter Read Date to use for Water Leak Credit Evaluation: <i>10/10/24</i>	If Credit Granted, Utility Bill Anticipated to Show the Credit Amount:
Estimated leak period based on consumption history (attach service history):	<i>9/11/24 - 10/22/24</i>	
Estimated normal billing during leak period:	<i>37.25</i>	Leak month billing: <i>330.80</i>
Past average normal billing in same billing cycle (or est avg billing if less than 1 yr of svc):	<i>( 37.25 )</i>	
<small>(NOTE: if estimating average consumption, attach calculation documentation)</small>		
Estimated leak billing of the leak billing period divided by 2=	<i>293.55/2 = 146.78</i>	
Leak gallons vs. normal usage gallons:	<i>108,000 vs 5,000 gallons</i>	
Calculated water leak credit amount:	-----	
Reviewer's Initials: <i>DL</i>	Approver's Initials:	<input type="checkbox"/> Credit Granted <input type="checkbox"/> Credit Denied
		If Leak Credit Granted: Date Applied: _____ Initials: _____

\* This was not a leak, but a customer who left a hose on.

# Green Area Water & Sanitary Authority Customer Notes Report

Sort Order: Customer No.  
From: 7/1/2024 Through: 11/14/2024

Limited to : Account No 7064000 Location No 2391

Customer No.	Location No.	Customer Name	Location Address	Prints On	Expires
Date Created	User Name	Category	Grace Date		
<b>7064000</b>	<b>2391</b>	<b>BARBARA BRICE</b>	<b>452, REDWOOD DRIVE</b>		
10/23/2024	Tasha Gill	General			
REREAD. NOT MOVING. READ: 16,225 - DR					
11/4/2024	David Campos	General			
CUSTOMER LEFT HOSE ON FOR 10 DAYS - HUSBAND IS 80 YEARS OLD WITH ADHD AND OTHER ISSUES, VERY FORGETFUL. SHE WILL COME IN SOMETIME THIS WEEK TO COMPLETE LEAK CREDIT REQUEST.					
11/5/2024	Tasha Gill	General			
RECEIVED WATER LEAK CREDIT REQUEST					

MINUTES OF THE GREEN AREA WATER & SANITARY AUTHORITY  
BOARD OF DIRECTORS MEETING  
October 10, 2024

BOARD DIRECTORS PRESENT:

Brenda Kingry, Treasurer  
Tom Fullbright  
Carolyn White

BOARD DIRECTORS ABSENT:

Tracey Parker, Chair  
Steve Lusch, Secretary

GAWSA STAFF PRESENT:

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

ALSO PRESENT:

Chris Sherlock, City of Winston, Wastewater Treatment Plant Superintendent

Board Treasurer Brenda Kingry called the meeting to order at 5:00pm.

For the consent agenda, the Board reviewed submitted leak adjustment credit requests. Director Tom Fullbright made a motion to approve the following water leak bill adjustments:

Chris Lofton: \$31.35  
Joe Fisher: \$116.85

Director Carolyn White seconded the motion. The motion passed unanimously.

Director White made a motion to approve the September regular board meeting minutes and accounts payable. Director Lusch seconded the motion. The motion passed unanimously.

General Manager David Campos presented the General Manager's Report to the Board. David provided the Board with an update on the engineer solicitation process. A mandatory pre-proposal conference was held in the GAWSA Board room. Five engineering firms were in attendance. Those five firms can now submit proposals to GAWSA, which are due October 23.

David stated that, with the Douglas County Leachate Treatment Agreement renewal approaching, it was brought to his attention that Douglas County may want to begin offloading their leachate loads on the Green side on Ingram Drive, as was done in years past. A short discussion followed.

Director Kingry called the meeting into executive session at 5:13pm in accordance with ORS 192.660(2)(e) to discuss a potential real property purchase.

Director Kingry closed the executive session and called the regular meeting back into order at 5:26pm.

MINUTES OF THE GREEN AREA WATER & SANITARY AUTHORITY  
BOARD OF DIRECTORS MEETING  
October 10, 2024

Director Fullbright made a motion to pursue purchase of the property at 3528 Carnes Road if an appraisal shows the value within the Authority's budget, and to deposit earnest money in escrow if necessary. Director White seconded the motion. The motion passed unanimously.

David provided the Board with an update on office staff projects. The office staff will begin converting old historical data and documents to electronic files over time.

Shannon Miller delivered the sanitary collections system report. Shannon stated that the collection system crew laptop died and is in process of being replaced.

Shannon stated that operations staff did a rebuild on the pumpstation at Rising River RV Park. They also have mocked up the new submersible pump at G4.

Operations Manager Alan Paulson delivered the water operations report.

Chris Sherlock presented the report for the wastewater treatment plant operations. Representatives from MicroChlor visited the plant to troubleshoot and discuss options on the chlorine generation system.

Director Fullbright made a motion to adjourn the meeting. Director White seconded the motion. The motion passed unanimously, and the meeting was adjourned the meeting at 5:36pm.

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Board Member

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Tracey Parker, Board Chair

**Green Area Water & Sanitary Authority**  
**GAWSA Expense Detail**  
**October 2024**

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>506-1 · Health Ins Benefits- WA</b>							
Check	10/14/2024	11679	SDIS	Nov health and supplemental ins premiums	4,752.76		4,752.76
Total 506-1 · Health Ins Benefits- WA					4,752.76	0.00	4,752.76
<b>506-2 · Health Ins Benefits - SA</b>							
Check	10/14/2024	11679	SDIS	Nov health and supplemental ins premiums	4,752.76		4,752.76
Total 506-2 · Health Ins Benefits - SA					4,752.76	0.00	4,752.76
<b>515-1 · Office Supplies - WA</b>							
Check	10/11/2024	11663	CANON SOLUTIONS AMERICA, INC.	Inv #6009341652 / Office copier maintenance 8/20 - 9/19	28.21		28.21
Check	10/14/2024	11678	QUILL	Inv #40500498 / Barista Prima 96ct coffee kcup	28.66		56.87
Check	10/14/2024	11678	QUILL	Inv #40497557 / Copy paper, 1/3 cut file folders, ribbon tape, pens, creamer, HP 215A toner, coffee	196.10		252.97
Total 515-1 · Office Supplies - WA					252.97	0.00	252.97
<b>515-2 · Office Supplies - SA</b>							
Check	10/11/2024	11663	CANON SOLUTIONS AMERICA, INC.	Inv #6009341652 / Office copier maintenance 8/20 - 9/19	28.20		28.20
Check	10/14/2024	11678	QUILL	Inv #40500498 / Barista Prima 96ct coffee kcup	28.66		56.86
Check	10/14/2024	11678	QUILL	Inv #40497557 / Copy paper, 1/3 cut file folders, ribbon tape, pens, creamer, HP 215A toner, coffee	196.11		252.97
Total 515-2 · Office Supplies - SA					252.97	0.00	252.97
<b>516-1 · Communication &amp; IT</b>							
Check	10/11/2024	11665	DOUGLAS FAST NET	Water office phone/fax/internet - September	147.95		147.95
Paycheck	10/31/2024	DD2078	Campos, David M	Direct Deposit	50.00		197.95
Total 516-1 · Communication & IT					197.95	0.00	197.95
<b>516-2 · Communication &amp; IT - S</b>							
Check	10/11/2024	11665	DOUGLAS FAST NET	Sewer office phone/fax/internet - September	296.55		296.55
Total 516-2 · Communication & IT - S					296.55	0.00	296.55
<b>517-1 · Utilities- WA</b>							
Check	10/11/2024	11661	AVISTA UTILITIES	Natural gas service water office 8/21 - 9/23	20.30		20.30
Check	10/11/2024	11672	PACIFIC POWER	Water office electricity 8/1 - 8/30	222.66		242.96
Total 517-1 · Utilities- WA					242.96	0.00	242.96
<b>517-2 · Utilities- SA</b>							
Check	10/11/2024	11661	AVISTA UTILITIES	Natural gas service sewer office 8/21 - 9/23	19.00		19.00
Check	10/11/2024	11672	PACIFIC POWER	Sewer office electricity 8/1 - 8/30	290.73		309.73
Total 517-2 · Utilities- SA					309.73	0.00	309.73
<b>518-1 · R &amp; M Office - WA</b>							
Check	10/11/2024	11666	EXODUS PEST CONTROL	Inv #83628 / Water office pest control	28.00		28.00
Check	10/14/2024	11677	OREGON LINEN	Inv #1140469 / Rug service water office	73.40		101.40
Total 518-1 · R & M Office - WA					101.40	0.00	101.40
<b>518-2 · R &amp; M Office - SA</b>							
Check	10/14/2024	11680	STAPEL PEST SOLUTIONS	Inv #83405 / September pest control - sewer office	45.00		45.00
Total 518-2 · R & M Office - SA					45.00	0.00	45.00
<b>526-2 · Rental Property Maintenance</b>							
Check	10/11/2024	11672	PACIFIC POWER	Holgate rental electricity 8/2 - 9/3	83.57		83.57
Check	10/11/2024	11672	PACIFIC POWER	Harmony rental electricity 8/2 - 9/3	19.34		102.91
Total 526-2 · Rental Property Maintenance					102.91	0.00	102.91
<b>531-1 · Statement Printing/Mailing - WA</b>							
Check	10/15/2024	ACH	BMS TECHNOLOGIES	Inv #92660 / September billing statements printing and mailing	1,139.03		1,139.03
Total 531-1 · Statement Printing/Mailing - WA					1,139.03	0.00	1,139.03

**Green Area Water & Sanitary Authority**  
**GAWSA Expense Detail**  
**October 2024**

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>531-2 · Statement Printing/Mailing - SA</b>							
Check	10/15/2024	ACH	BMS TECHNOLOGIES	Inv #92660 / September billing statements printing and mailing	1,139.03		1,139.03
Total 531-2 · Statement Printing/Mailing - SA					1,139.03	0.00	1,139.03
<b>535-1 · Contract Services - Meter Reads</b>							
Check	10/11/2024	11668	METEREADERS, LLC	Inv #11437 / September meter readings	2,544.80		2,544.80
Total 535-1 · Contract Services - Meter Reads					2,544.80	0.00	2,544.80
<b>606-1 · Health Ins. Benefits - WO</b>							
Check	10/14/2024	11679	SDIS	Nov health and supplemental ins premiums	13,078.34		13,078.34
Total 606-1 · Health Ins. Benefits - WO					13,078.34	0.00	13,078.34
<b>606-2 · Health Ins. Benefits - SO</b>							
Check	10/14/2024	11679	SDIS	Nov health and supplemental ins premiums	6,489.70		6,489.70
Total 606-2 · Health Ins. Benefits - SO					6,489.70	0.00	6,489.70
<b>610-1 · Vehicle/Equipment O &amp; M - WO</b>							
Check	10/11/2024	11662	BASSETT-HYLAND ENERGY	Inv #CL28627 / trucks and equipment fuel 9/1 - 9/15	320.95		320.95
Total 610-1 · Vehicle/Equipment O & M - WO					320.95	0.00	320.95
<b>610-2 · Vehicle/Equipment O &amp; M - SO</b>							
Check	10/11/2024	11662	BASSETT-HYLAND ENERGY	Inv #CL28627 / trucks and equipment fuel 9/1 - 9/15	129.82		129.82
Check	10/11/2024	11674	WESTERN SYSTEMS & FABRICATION	Inv #43388 / PO 18565 / 8' boom seal for vac truck	170.07		299.89
Total 610-2 · Vehicle/Equipment O & M - SO					299.89	0.00	299.89
<b>611-1 · Dues/Fees/Subscriptions- WO</b>							
Check	10/11/2024	11669	ONE CALL CONCEPTS, INC.	Inv #4090708 / September locate tickets	28.31		28.31
Total 611-1 · Dues/Fees/Subscriptions- WO					28.31	0.00	28.31
<b>611-2 · Dues/Fees/Subscriptions- SO</b>							
Check	10/11/2024	11669	ONE CALL CONCEPTS, INC.	Inv #4090708 / September locate tickets	28.31		28.31
Check	10/11/2024	11670	DEPARTMENT of CONSUMER & BUSI...	PO 18542 / Air Tank Permit #0000110759	44.80		73.11
Total 611-2 · Dues/Fees/Subscriptions- SO					73.11	0.00	73.11
<b>612-1 · Communication &amp; IT - Ops</b>							
Check	10/11/2024	11665	DOUGLAS FAST NET	Carnes shop internet - September	86.39		86.39
Check	10/11/2024	11665	DOUGLAS FAST NET	WTP phone/fax/internet/alarm line - September	133.28		219.67
Check	10/11/2024	11673	VERIZON WIRELESS	Inv #9974280246 / tablet line	69.02		288.69
Paycheck	10/31/2024	DD2079	Carlson, Trev W	Direct Deposit	50.00		338.69
Paycheck	10/31/2024	DD2083	Hope, Will T	Direct Deposit	50.00		388.69
Paycheck	10/31/2024	DD2084	Manson, Joshua T.	Direct Deposit	50.00		438.69
Paycheck	10/31/2024	DD2086	Paulson, Alan D.	Direct Deposit	50.00		488.69
Paycheck	10/31/2024	DD2087	Radford, Daniel L.	Direct Deposit	50.00		538.69
Paycheck	10/31/2024	DD2089	Wolford, Jeremy J.	Direct Deposit	50.00		588.69
Total 612-1 · Communication & IT - Ops					588.69	0.00	588.69
<b>612-2 · Communication &amp; IT - SO</b>							
Check	10/11/2024	11673	VERIZON WIRELESS	Inv #9974280246 / second tablet line	44.02		44.02
Paycheck	10/31/2024	DD2080	Chasteen, Matthew S.	Direct Deposit	50.00		94.02
Paycheck	10/31/2024	DD2085	Miller, Shannon L.	Direct Deposit	50.00		144.02
Total 612-2 · Communication & IT - SO					144.02	0.00	144.02
<b>615-1 · Misc Expense - WO</b>							
Check	10/14/2024	11678	QUILL	Inv #40498047 / 11W LED light bulbs	15.34		15.34
Total 615-1 · Misc Expense - WO					15.34	0.00	15.34

**Green Area Water & Sanitary Authority**  
**GAWSA Expense Detail**  
**October 2024**

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>621-1 · R &amp; M - Dist Shop</b>							
Check	10/14/2024	11683	WINSTON SANITARY SERVICE	Inv #318067 / 200 Gal weekly dumpster - Carnes	94.25		94.25
Total 621-1 · R & M - Dist Shop					94.25	0.00	94.25
<b>622-1 · Tools &amp; Supplies - Distribution</b>							
Check	10/11/2024	11664	DOUGLAS CO. FARMERS CO-OP	Inv #65993 / PO 18531 / shop supplies	74.04		74.04
Check	10/11/2024	11664	DOUGLAS CO. FARMERS CO-OP	Inv #K01153 / PO 18533 / nuls, bolts, washers	3.39		77.43
Check	10/11/2024	11664	DOUGLAS CO. FARMERS CO-OP	Inv #66091 / PO 18535 / tools - sockets	6.98		84.41
Check	10/11/2024	11664	DOUGLAS CO. FARMERS CO-OP	Inv #66535 / PO 18547 / hand soap, nuts, bolts, washer	11.98		96.39
Check	10/11/2024	11664	DOUGLAS CO. FARMERS CO-OP	Inv #66552 / PO 18548 / garden hose nozzle	9.99		106.38
Check	10/11/2024	11664	DOUGLAS CO. FARMERS CO-OP	Inv #K03185 / PO 18552 / stainless steel bushing	29.99		136.37
Check	10/11/2024	11664	DOUGLAS CO. FARMERS CO-OP	Inv #66636 / PO 18553 / tie-downs, cut-off wheels	30.57		166.94
Check	10/11/2024	11664	DOUGLAS CO. FARMERS CO-OP	Inv #66903 / PO 18563 / nuts and bolts	26.29		193.23
Check	10/11/2024	11667	LONG'S BUILDING SUPPLY	Inv #393724 / PO 18561 / hose bib	15.78		209.01
Check	10/11/2024	11671	OREGON TOOL & SUPPLY	Inv #864770 / PO 18558 / hose for pressure washer	129.95		338.96
Total 622-1 · Tools & Supplies - Distribution					338.96	0.00	338.96
<b>624-1 · Utilities - Water Dist WO</b>							
Check	10/11/2024	11661	AVISTA UTILITIES	Natural gas service Highland PS 8/21 - 9/23	19.00		19.00
Check	10/11/2024	11661	AVISTA UTILITIES	Natural gas service Carnes Shop 8/21 - 9/23	47.64		66.64
Check	10/11/2024	11672	PACIFIC POWER	Tipton PS/Roseburg intertie electricity 8/13 - 9/12	84.42		151.06
Check	10/11/2024	11672	PACIFIC POWER	Carnes shop electricity 8/1 - 8/30	168.11		319.17
Check	10/11/2024	11672	PACIFIC POWER	Highland Vista PS electricity 8/1 - 8/30	344.65		663.82
Check	10/11/2024	11672	PACIFIC POWER	Glengary PS electricity 8/2 - 9/3	43.89		707.71
Total 624-1 · Utilities - Water Dist WO					707.71	0.00	707.71
<b>625-1 · Engineering - WDist WO</b>							
Check	10/11/2024	11664	DOUGLAS CO. FARMERS CO-OP	Inv #350079 / service charge	3.00		3.00
Total 625-1 · Engineering - WDist WO					3.00	0.00	3.00
<b>626-1 · Water Samples - WO</b>							
Check	10/14/2024	11681	UMPQUA RESEARCH	Inv #M076079 / 8 coliforms tests	212.00		212.00
Check	10/14/2024	11681	UMPQUA RESEARCH	Inv #M076188 / 3 coliforms tests	79.50		291.50
Check	10/14/2024	11681	UMPQUA RESEARCH	Inv #M076287 / 1 Alkalinity, 2 TOC tests	154.60		446.10
Total 626-1 · Water Samples - WO					446.10	0.00	446.10
<b>627-1 · Backflow Tests- WO</b>							
Check	10/14/2024	11682	UMPQUA VALLEY FIRE SERVICES, L...	Inv #90996 / 2 non-comp backflow tests	94.00		94.00
Total 627-1 · Backflow Tests- WO					94.00	0.00	94.00
<b>628-1 · Inventory Adjustment W</b>							
Check	10/11/2024	11664	DOUGLAS CO. FARMERS CO-OP	Inv #66018 / PO 18532 / 2" Sch 80 male adapters	21.98		21.98
Check	10/14/2024	11676	FERGUSON WATERWORKS #3011	Inv #1284143 / PO 18564 / 1.5" - 2" meter rubbers	102.48		124.46
Check	10/14/2024	11675	CORIX WATER PRODUCTS, INC.	Inv #U2416037219 / PO 18549 / tone wire	255.00		379.46
Check	10/14/2024	11675	CORIX WATER PRODUCTS, INC.	Inv #U2416037340 / PO 18556 / poly pipe, tone wire	931.00		1,310.46
Check	10/14/2024	11675	CORIX WATER PRODUCTS, INC.	Inv #U2416038331 / PO 18560 / 3/4" poly pipe	153.00		1,463.46
Total 628-1 · Inventory Adjustment W					1,463.46	0.00	1,463.46
<b>642-2 · Tools &amp; Supplies - SO</b>							
Check	10/11/2024	11667	LONG'S BUILDING SUPPLY	Inv #392956 / PO 18546 / PVC glue and primer	17.58		17.58
Total 642-2 · Tools & Supplies - SO					17.58	0.00	17.58
<b>647-2 · G4 Pumpstation - SO</b>							
Check	10/11/2024	11662	BASSETT-HYLAND ENERGY	Inv #115453 / Dyed Biodiesel for G4 generator	227.20		227.20
Check	10/11/2024	11665	DOUGLAS FAST NET	G4 pumpstation alarm line - September	15.05		242.25
Check	10/11/2024	11672	PACIFIC POWER	G4 PS electricity 8/1 - 8/30	1,649.46		1,891.71
Total 647-2 · G4 Pumpstation - SO					1,891.71	0.00	1,891.71

**Green Area Water & Sanitary Authority**  
**GAWSA Expense Detail**  
 October 2024

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>648-2 · O&amp;M Pumpstations - SO</b>							
Check	10/11/2024	11672	PACIFIC POWER	Oak Creek PS electricity 8/1 - 8/30	52.58		52.58
Check	10/11/2024	11672	PACIFIC POWER	Briarwood PS electricity 8/1 - 8/30	26.40		78.98
Total 648-2 · O&M Pumpstations - SO					78.98	0.00	78.98
<b>654-8 · Collection System Improvements</b>							
Check	10/17/2024	11689	CRAIG E. FERBER	Inv #R45042 / Real Estate Appraisal: 3528 Carnes Rd	750.00		750.00
Check	10/30/2024	11690	FIRST AMERICAN TITLE INSURANCE...	Earnest Funds to purchase 3528 Carnes Rd.	10,000.00		10,750.00
Total 654-8 · Collection System Improvements					10,750.00	0.00	10,750.00
<b>701-1 · WTP Tools &amp; Supplies</b>							
Check	10/11/2024	11663	CANON SOLUTIONS AMERICA, INC.	Inv #6009341652 / Water plant copier maintenance 8/20 - 9/19	8.35		8.35
Total 701-1 · WTP Tools & Supplies					8.35	0.00	8.35
<b>702-1 · WTP Utilities</b>							
Check	10/11/2024	11672	PACIFIC POWER	WTP electricity 8/1 - 8/30	14,846.65		14,846.65
Total 702-1 · WTP Utilities					14,846.65	0.00	14,846.65
<b>TOTAL</b>					<b>67,909.92</b>	<b>0.00</b>	<b>67,909.92</b>

**GREEN AREA WATER & SANITARY AUTHORITY**  
**GENERAL MANAGER'S REPORT**  
**November 14, 2024**

**SDAO Consulting Services – New Engineer**

Four engineering firms submitted proposals on or before October 23. Our evaluation team reviewed and evaluated each proposal using a weighted scoring system, which I will review with the Board. The top-ranking engineering firm was The Dyer Partnership Engineers and Planners, Inc. We met with Dyer for contract negotiations, and due to potential funding opportunities for the Master Plans, there will be some restructuring of the service agreement contract. We are requesting the Board approval for GAWSA staff to enter into contract with The Dyer Partnership Engineers and issue a Notice to Proceed.

**Douglas County Leachate Conveyance**

As mentioned in last month's meeting, Douglas County would like to resume delivering the landfill leachate to GAWSA's north Ingram Drive manhole. At this time, we feel that reviving the old conveyance agreement between Douglas County and Green Sanitary District to establish a baseline agreement between GAWSA and Douglas County would work best. Once we determine what the impact of the County's treated leachate is on our collection system, we can propose changes when renewal time comes.

**Property Purchase – Resolution No. 2024-11-01**

Upon the Board's approval to pursue the purchase of the property at 3528 Carnes Rd, we ordered an appraisal, which came in at \$329,000. GAWSA issued an offer of \$330,000 plus closing costs. We made an earnest deposit of \$10,000 and the escrow closing date is set for November 18, 2024. To work the purchase into the budget, we will need a budget transfer from the Sanitary General Fund to the Collection System Improvement Fund. I have included the Resolution for adoption.

**Changes to GAWSA Website**

Due to new ADA Accessibility regulations coming into effect in 2026, we will have to make changes to how we format documents that are posted on our website. This includes agendas and board packets. On the plus side, our website provider, Streamline, is offering a couple upgraded packages for our website that will help us with compliance as well as add some new features. We will be budgeting to upgrade from the Legacy plan to the Community Pro plan, which is an additional \$2,000 per year.



**Green Area Water & Sanitary Authority  
Administrative Offices**

4336 Old Hwy 99 S, Roseburg, OR 97471  
Ph #541-679-6451

November 7, 2024

**Attn: RFP Respondents and Concerned Parties**  
**Subj: Notice of Intent to Award**  
**Green Area Water & Sanitary Authority (GAWSA)**  
**Water & Sanitary Master Plan Updates and Engineer of Record Services**

Based on responses to the recent request for proposals, and reference information obtained from third-party sources, **The Dyer Partnership Engineers & Planners, Inc.** has been identified as the highest-ranked proposer to provide GAWSA with Water & Sanitary Master Plan Updates and Engineer of Record Services.

Please review the attached matrix relating to the proposal evaluation conducted in alignment with criteria outlined in the solicitation. Green Area Water & Sanitary Authority intends to award an agreement for the Engineer of Record Services identified in the RFP to **The Dyer Partnership Engineers & Planners, Inc** at a regularly scheduled board meeting on November 14th, 2024, and subsequent resolution of any valid protests.

The balance of the agreement relating to the Water and Sanitary Master Plan Updates will be awarded to **The Dyer Partnership Engineers & Planners, Inc** at a future date pending identification of conditional funding sources.

All questions related to this communication shall be directed to the Project Advisor, Greg James at [gjames@sdao.com](mailto:gjames@sdao.com).

Sincerely,

Greg James  
SDAO Senior Consultant  
Green Area Water & Sanitary Authority

**GAWSA Water & Sanitary Master Plan Updates and Engineer of Record Services  
Evaluation Summary Worksheet**

CRITERIA		Points Available	Adkins Engineering & Surveying	Civil West	Dyer Engineers & Planners, Inc.	SHN Engineers & Geologists, Inc.
5.2.2	Qualifications of Proposer	15 Points	12.40 Points	13.00 Points	14.20 Points	11.70 Points
5.2.3	Related Experience and Reference Projects	20 Points	16.80 Points	17.60 Points	19.00 Points	15.20 Points
5.2.4	Qualifications of Proposer's Team	25 Points	23.20 Points	22.80 Points	23.80 Points	20.00 Points
5.2.5 5.2.6	Project Understanding & Approach	15 Points	13.80 Points	13.00 Points	14.20 Points	11.80 Points
5.2.7	Project Schedule	10 Points	8.40 Points	9.20 Points	9.80 Points	8.40 Points
5.2.8	Scope of Work	15 Points	13.20 Points	14.00 Points	14.00 Points	12.60 Points
<b>Total Available</b>		<b>100 Points</b>	<b>87.80 Points</b>	<b>89.60 Points</b>	<b>95.00 Points</b>	<b>79.70 Points</b>
<b>Final Ranking</b>			<b>3 Rank</b>	<b>2 Rank</b>	<b>1 Rank</b>	<b>4 Rank</b>

\*\* NOTE: GAWSA has elected not to exercise its option to interview finalist respondents as identified in section 6.4 of the RFP.

**Award: Dyer Engineers & Planners, Inc.**



THE DYER PARTNERSHIP  
ENGINEERS & PLANNERS, INC.

November 8, 2024

David Campos, General Manager  
Green Area Water & Sanitary Authority  
4336 Old Highway 99 S  
Roseburg, Oregon 97471

RE: Green Area Water & Sanitary Authority  
Proposed Task Orders for Water & Sanitary Master Plan Updates  
Proposal No. P24-011

Dear Mr. Campos:

As discussed at our meeting with you and staff on November 6, 2024, we feel there is a strong possibility that grant funding is available for the proposed Water and Collection System Master Plan Updates. We anticipate having feedback and information from the funding agencies regarding the grants, requirements, and timeframes very soon. We included a term of three (3) years for the general engineering agreement, with an option to extend the term to a total of five (5) years as outlined in the RFP Addendum. A revised copy of the Agreement is enclosed for your review and comment.

If the Authority agrees, we recommend that the Professional Services Agreement and scope of work for Engineer of Record be signed and executed. The scope of work for the Water and Collection System Master Plan Updates will be amended and revised upon receipt of information regarding funding opportunities. The proposed task orders and fees associated with Water and Collection System Master Plans will remain valid by The Dyer Partnership for a maximum of 6 months. Our reasoning for delaying of execution of the master plan scopes of work is to preserve funding opportunities with the funding agencies, some of which require their approval prior to the Authority executing agreements.

If the Authority requests revisions to the scopes of work for the master plan updates, we will negotiate those items on an as-needed basis, with the understanding that some of the funding may require specific language or additional tasks to fulfill the funding requirements.

We look forward to working with you on these projects. Should you have any questions with regard to this proposal, please give me a call, (541) 269-0732.

Sincerely,

Aaron Speakman, PE  
President

CONTRACT # 27906

**LEACHATE CONVEYANCE AGREEMENT**

THIS AGREEMENT ("IGA" or "this agreement") is made and entered into this 6th day of FEB, 2013, by and between DOUGLAS COUNTY, a political subdivision of the State of Oregon ("County"), and GREEN SANITARY DISTRICT ("District").

**RECITALS:**

County needs to have leachate generated at the landfill conveyed to the Winston-Green Wastewater Treatment Facility ("WG plant") for treatment. District is willing to allow County to use its lines and other facilities ("GSD Facilities") to transport leachate to the WG plant, on the terms and conditions memorialized herein.

**1 COUNTY'S OBLIGATIONS:**

1.1 County will initially deliver leachate from the landfill to District's North Ingram manhole by trucking such leachate to the manhole.

1.2 A District approved Disposal Site Station will be constructed at a mutually agreed upon location at County expense with an installed ticket drop box. Upon completion, County will deliver the leachate to the new Disposal Site Station. The new Disposal Site Station will belong to District.

1.3 Odor issues will be addressed by the County.

1.4 County shall have an alternate plan to convey the leachate to the WG plant upon notification by the District.

1.5 County shall pay the District \$.0065 per gallon of leachate disposed into GSD Facilities.

1.6 County may begin using District's North Ingram manhole as soon as gravel has been spread around the manhole.

1.7 Leachate disposed of into the North Ingram manhole before the signing of this IGA will be billed to the County after this IGA has been approved. The District may choose to forbid the disposal of the leachate into the District's system (GSD Facilities) if a draft IGA is not available for District Board review by January 14, 2013.

1.8 This IGA does not affect or amend the agreement between County, District, and the City of Winston for leachate treatment at the WG plant.

1.9 County will measure the quantity of leachate delivered to GSD Facilities using flow meters.

1.10 County will record each load of leachate as to quantity, pH, and date and provide such data to the District within 10 days of delivery.

1.11 County will provide a monthly accounting and certification of any leachate which is delivered to GSD Facilities on a non-hazardous waste manifest for each load of leachate that is delivered. The manifest shall include the following information: date, what hauled, quantity hauled, pH of load, name and signature of person loading truck, name and signature of person delivering waste, and specific location where waste discharged.

**2 DISTRICT'S OBLIGATIONS:** District shall accept leachate under this IGA and shall convey it to the WG plant.

**3 TERM:**

3.1 The initial term of this agreement shall commence when signed by both parties and shall continue through June 30, 2013.

3.2 The parties may extend the term of this agreement annually. An extension shall be effected by written memorandum signed by authorized representatives of each party. Each extension shall begin on July 1 and end on June 30 of the following year. Any extension shall be on the same conditions as this agreement.

3.3 Unless the context clearly indicates otherwise, any references in this agreement to the term of the agreement shall be deemed to include the initial term and extensions.

3.4 Either party may terminate this agreement with 60 days written notice to the other party of its intention to do so.

**4 PAYMENT:**

4.1 The County shall make monthly payments to District for the services covered by this agreement. Payments shall be made within 30 days of the end of the billing period.

4.2 No payment shall be made under this agreement unless funds for that payment have been duly appropriated in accordance with ORS 294.305 et seq. (Local Budget Law). In the event no funds or insufficient funds to pay for the services are appropriated for subsequent fiscal years, the County shall immediately notify the District, and this agreement shall terminate on the last day of the fiscal year for which appropriations are made.

4.3 County shall not be obligated to make any payment under this agreement in violation of the debt limitation imposed by Article XI, Section 10 of the Oregon Constitution.

5 COMPLIANCE WITH LAW: This agreement will be governed by and construed in accordance with laws of the State of Oregon. Both parties shall promptly observe and comply with all present and future laws, orders, regulations, rules and ordinances of federal, state, and local governments with respect to the obligations covered by this agreement.

6 TORT CLAIMS: Each party to this agreement shall be responsible for its own negligence and other torts.

7 COUNTY OFFICERS, AGENTS, AND EMPLOYEES: County officers, agents, and employees are prohibited from receiving any pecuniary or material benefit from the Contractor in violation of ORS chapter 244 or the County's policy on employee ethics set forth in the County Personnel Rule 20.2. District shall not confer any appreciable pecuniary or material benefit on any officer, employee, or agent of the County during the term of this agreement.

8 DEFAULT:

8.1 There shall be a default under this agreement if any party fails to perform any act or obligation required by this agreement within fifteen days after the other party gives written notice specifying the breach. If the breach specified in the notice cannot be completely cured within the fifteen day period, no default shall occur if the party receiving the notice begins compliance within the fifteen day period and thereafter proceeds with reasonable diligence and in good faith to cure the breach as soon as practicable.

8.2 Notwithstanding subsection 8.1, any party may declare a default by written notice to the other parties, without allowing an opportunity to cure, if the other party repeatedly, materially breaches the terms of this agreement.

8.3 If a default occurs, before any party may bring an action in any court concerning any obligations under this agreement, such party must first seek in good faith to resolve the issue through negotiation, mediation, or through other non-binding alternative dispute resolution process.

8.4 If a default occurs and it is not resolved under subsection 8.3, the party injured by the default may elect to terminate this agreement and pursue any equitable or legal rights and remedies available under Oregon law. All remedies shall be cumulative.

8.5 Any litigation arising out of this agreement shall be conducted in Circuit Court of the State of Oregon for Douglas County.



14 **ENTIRE AGREEMENT:** This agreement and the exhibits incorporated in this agreement constitute the entire and final agreement between the parties. This agreement may be changed only by written amendments or modifications that are signed by both parties.

**GREEN SANITARY DISTRICT**

By Ronald Curry  
Title Board President  
Print Name Ronald Curry  
Fed ID# 93-6011163  
Date 1/14/13

Attested By Kay L. Huff  
Title District Secretary

**BOARD OF COUNTY COMMISSIONERS  
OF DOUGLAS COUNTY**

By Doug Robertson  
Chair  
By Joseph Lawson  
Commissioner  
By Sharon  
Commissioner  
Date 2.6.13

**REVIEWED AS TO FORM**

By [Signature]  
Douglas County Counsel  
Date 1/20/13

**REVIEWED AS TO CONTENT**

By [Signature]  
Director of Public Works  
Date 1/25/2013

TRM

100-3000-5199-00-000000AE

**GREEN AREA WATER & SANITARY AUTHORITY**

**RESOLUTION NO. 2024-11-01**

**RESOLUTION TO APPROVE INTERFUND BUDGET TRANSFER FOR THE PURCHASE OF REAL PROPERTY**

**WHEREAS**, the Green Area Water & Sanitary Authority (the Authority) was presented with a one-time opportunity to purchase a 2.74-acre parcel of real property which lies adjacent to Authority-owned G4 sewer collection system pumpstation property, and

**WHEREAS**, purchase of the property would benefit the Authority by improving access to the G4 pumpstation, and providing a large footprint for future pumpstation improvements, and

**WHEREAS**, it is necessary to authorize certain budget transfers in order to comply with the provisions of Oregon Local Budget Law, and

**WHEREAS**, 2024-2025 adopted budget appropriations in the Collection System Fund of \$250,000 requires a budget transfer of \$100,000 from the Sanitary General Fund to cover the purchase cost, with no increase in total budget appropriations,

**NOW, THEREFORE BE IT RESOLVED** that the Board of Directors of the Green Area Water & Sanitary Authority authorize a budget appropriation transfer up to \$100,000 from the Sanitary General Fund to the Collection System Improvement Fund for the purchase of real property as follows:

FROM:	Sanitary General Fund, Admin Capital Outlay	(\$100,000)
TO:	Collection System Improvement Fund, Improvements	\$100,000

**ADOPTED** by the Green Area Water & Sanitary Authority Board of Directors on this 14th day of November 2024.

Dated: November 14, 2024

**GREEN AREA WATER AND SANITARY  
AUTHORITY**

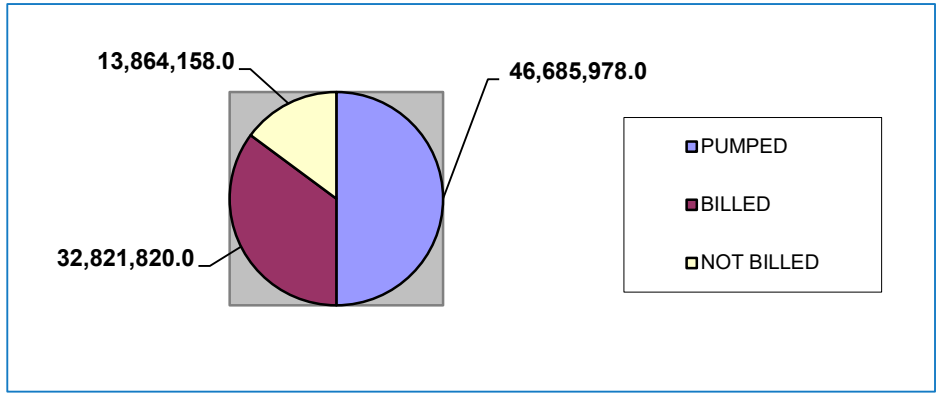
\_\_\_\_\_  
Board Chair

ATTEST:

\_\_\_\_\_  
Board Member

# Gallons Consumed vs. Billed OCTOBER 2024

<b>GALLONS PUMPED</b>	<b>GALLONS BILLED</b>	<b>PUMPED BUT NOT BILLED</b>	<b>WATER LOSS PERCENTAGE</b>
46,685,978	32,821,820	13,864,158	29.70%



## 30 DAYS IN BILLING CYCLE: 9/11/24-10/10/24

### Repairs, leaks, etc. rendering unverifiable consumption

9/18/24	484 Harmony	Repair Service
9/20/24	100/120 Winery Ln.	Tap New 2" Service
9/23/24	2035 Gale St.	Replace Service
9/24/24	659 Dobson	Replace Service
9/29/24	140 Autumn	Repair Main Line
10/1/24	126/140 Autumn	Replace Service Line
10/8/24	198 Columbia Loop	Repair Service

2022-2023	DIFFERENCE GALLONS	WATER LOSS %	2023-2024	DIFFERENCE GALLONS	WATER LOSS %	2024-2024	DIFFERENCE GALLONS	WATER LOSS %
JULY	7,208,464	16.69%	JULY	4,149,640	7.72%	JULY	1,144,673	2.29%
AUGUST	6,288,944	12.76%	AUGUST	3,632,880	6.61%	AUGUST	5,232,790	10.27%
SEPTEMBER	6,173,568	9.86%	SEPTEMBER	3,715,642	8.03%	SEPTEMBER	3,444,405	8.68%
OCTOBER	1,558,200	5.23%	OCTOBER	6,314,266	19.22%	<b>OCTOBER</b>	<b>13,864,158</b>	<b>29.70%</b>
NOVEMBER	3,277,798	11.61%	NOVEMBER	3,754,791	14.00%	NOVEMBER		
DECEMBER	4,326,723	16.82%	DECEMBER	3,705,892	16.51%	DECEMBER		
JANUARY	6,252,823	24.38%	JANUARY	5,977,210	21.07%	JANUARY		
FEBRUARY	6,565,010	25.03%	FEBRUARY	2,925,286	13.95%	FEBRUARY		
MARCH	4,405,826	17.32%	MARCH	1,771,076	7.89%	MARCH		
APRIL	8,807,537	31.45%	APRIL	5,873,172	22.55%	APRIL		
MAY	6,022,580	21.28%	MAY	4,852,563	16.39%	MAY		
JUNE	7,523,735	14.59%	JUNE	7,961,310	19.26%	JUNE		
<b>AVERAGE LOSS:</b>	<b>5,700,934</b>	<b>17.25%</b>	<b>AVERAGE LOSS:</b>	<b>4,552,811</b>	<b>14.43%</b>	<b>AVERAGE LOSS:</b>	<b>5,921,507</b>	<b>12.74%</b>

**Green Area Water & Sanitary Authority**  
**Customer Payment History - Summary**

Sort Order : Payment Source

From: 10/1/2024 Through: 10/31/2024

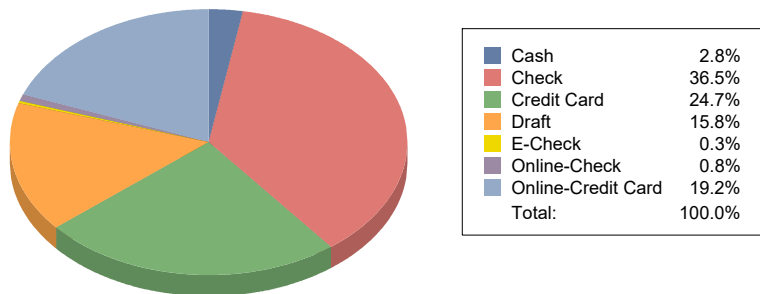
Payment Method	Quantity	Payment Amount
Cash	91	\$8,845.75
Check	1,179	\$133,062.20
Credit Card	798	\$72,688.37
Draft	509	\$53,151.15
E-Check	9	\$651.90
Online-Check	25	\$2,832.25
Online-Credit Card	620	\$56,406.19

Summary totals do not include reversed/transferred payments.

Service	Trans. Amount
5/8" Meter	\$(40.00)
Miscellaneous	\$(10,923.92)
Second Level Charge	\$(860.00)
Service Charge	\$(81,328.14)
Sewer	\$(127,843.25)
Water	\$(106,642.50)
<b>Totals</b>	<b>\$(327,637.81)</b>

Payment Method	Quantity	Payment Amount
<b>Payment Source</b>		
<b>Amount</b>		
Autopay		
Credit Card		\$(46,657.92)
Draft		\$(53,151.15)
		<b>\$(99,809.07)</b>
Customer Portal		
Online-Check		\$(2,832.25)
Online-Credit Card		\$(56,112.99)
		<b>\$(58,945.24)</b>
IVR		
Credit Card		\$(3,423.75)
E-Check		\$(340.45)
		<b>\$(3,764.20)</b>
Lockbox		
Check		\$(103,942.72)
		<b>\$(103,942.72)</b>
Manual		
Cash		\$(8,845.75)
Check		\$(29,119.48)
Credit Card		\$(22,606.70)
E-Check		\$(311.45)
Online-Credit Card		\$(293.20)
		<b>\$(61,176.58)</b>
<b>Totals</b>		<b>\$(327,637.81)</b>

### Payment Breakdown



# Green Area Water & Sanitary Authority Transaction List - Summary

Sort order: Customer No.

From: 10/1/2024 Through: 10/31/2024

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	(\$79.80)
	Water Delinquency	(\$20.00)
	Miscellaneous Misc Chrg.	(\$5.00)
	Service Charge Charge	(\$142.02)
	Sewer Charge	(\$241.87)
		<b>(\$488.69)</b>
Delinquency	Water Interest	\$80.00
	Water Penalty	\$2,685.00
	Miscellaneous Interest	\$20.00
	Service Charge Interest	\$540.00
	Service Charge Penalty	\$105.00
	Sewer Interest	\$60.00
	Sewer Penalty	\$115.00
		<b>\$3,605.00</b>
Misc Chrg.	Water (DHF)	\$20.00
	Water (SOL)	\$25.00
	Miscellaneous (AF)	\$25.00
	Miscellaneous (BF)	\$825.00
	Miscellaneous (DHF)	\$20.00
	Service Charge (AF)	\$775.00
		<b>\$1,690.00</b>
<b>Grand Total:</b>		<b>\$4,806.31</b>

# SANITARY OPERATIONS REPORT

November 14, 2024

## ***Construction Projects***

- 275 Grant Smith extension for commercial properties.
  - Nothing new to report.
- 550 East Happy Valley main extension, EGR engineering.
  - Installation complete, air, & mandrel testing complete.
- Shawn Bateson Development, MIDEA Engineering.
  - Installation complete, testing to be scheduled.

## ***Collection System***

- Manhole inspections project 'D' Basin, underway.
- TV annual project.
  - 'D' Basin, flushing and CCTV, underway.
- Updating GIS and AutoCAD with lateral location changes 'F' Basin, completed with new computer. Starting 'D' Basin map updates.
- DEQ requested observation of possible private SSO at Meadow Brook.
  - GAWSA facilities are running well, will follow up with DEQ after residential inspections.

## ***G4 and Pump Stations***

- GAWSA Pump Stations ran well, with typical operation and maintenance.
- The replacement of Pump #1 at G4 is complete, running tests this week.
  - Electrician completed hook up and VFD modifications.
  - VFD parameter settings flash drive backup in hand.
  - Update to control book document being drafted.
  - Running test operations this week with rain in play, running very smoothly.
- Rising River Pump Station is being reconditioned to help reduce maintenance hazards.
  - Pump failed on the 20<sup>th</sup> of September, replacement and upgrade for operations phase 1, complete. Phase 2 will happen at the next old pump failure.

## ***Lateral Inspections & GIS***

- 6 Inspections.
  - 4062 Carnes, TV & GIS, I & I repair, new Cleanout.
  - 1894 & 1893 Palos Verdes, TV & GIS update.
  - 2250 Austin, TV & GIS update.
  - 4924 Melody 2 laterals, 2+14 & 2+16, TV & GIS update.

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  
November 2024

The new membranes are scheduled to be delivered in Portland, November 14<sup>th</sup>. They will need to pass through customs before delivery, but things are looking like they are on schedule.

Our Cyanotoxin testing for the season has been completed. All tests at our treatment facility have been negative.

We have submitted the lead survey of GAWSA to the Oregon Health Authority. The yearly report for the SPIRE trailer was also submitted.

The crew has been busy with facility maintenance, vehicle maintenance and general R & M of the Distribution system & Water Treatment Plant.

We have two staff members scheduled to attend a short school in December.

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

WINSTON-GREEN REGIONAL WASTEWATER FACILITY  
Weekly Reports - October

**October 4<sup>th</sup>**

- Problems with the flow meter for Winston. Staff is ordering up a new sensor to have on hand. This so far has been an intermittent problem
- Mowed
- Chlorine Tank Leaks
  - These tanks have been patched several times but have reached a point where they need replaced.
  - Staff is looking into replacing the tanks and going from a 4 tank system to a 2 tank system
  - This rework would require all new plumbing as well
- Preventative Maintenance
- Cleaned wash water pump # 1
- Cleaned Contact Chamber
- Washed the biosolids tanker for the winter
- Winterized drying bed fill lines
- Cleaned Wet Well
- Wrote Several SOP's for different processes

**October 11th**

- Cleaned Wet Well
- Repaired old mower
- Preventative Maintenance
- Ordered replacement level sensor for Winston and Green's flow meters. This will be a spare if needed as we have intermittent problems with Winstons Flow Meter
- Cleaned perimeter fence line on the south side of the facility
- Preventative maintenance
- Removed moss in secondary effluent
  - This moss kept plugging off our effluent filters
- Attempted to repair chlorine tank # 1
  - It still leaks
  - We are looking at getting replacement tanks
- Worked with Integotec for 2 replacement computers
  - One of the computers is actively failing and continues to crash continuously

**October 18th**

- Facility Maintenance
- Yard Maintenance
- Microchlor brine pump failure
  - A New Pump has been ordered
  - Currently operating on the old systems
- Scrap Metal run to McGoverns
- Mowed
- Cleaned Wet Well
- Met with a sales rep regarding new chlorine tanks
- Repaired leaking chlorine tank # 1

WINSTON-GREEN REGIONAL WASTEWATER FACILITY  
Weekly Reports - October

**October 25th**

- Microchlor brine pump failure
  - A New Pump has been installed and working properly
- New leak on chlorine tank # 3
- Clean Wet Well
- Replaced leaking flex coupling on influent pump #2
- Energy Trust of Oregon onsite to perform an energy study on our influent pumps. This study could possibly lead to money from Energy Trust to be spent on replacing our pumps
- Facility Maintenance

# Winston- Green WWTF

October 2024

## General

1.) Plant Influent Flow (MG)	<u>2024</u>		<u>2023</u>	
<i>Winston</i>	15.49	47%	18.82	47%
<i>Green</i>	17.66	53%	21.71	53%
<i>Rainfall</i>	1.86		1.75	
<i>Chlorine (Gallons)</i>	15,498		19,858	
<i>Leachate( Gallons)</i>	176,000		176,000	

## Bio-Solids

1.) Storing Bio-Solids

## FLOW ALLOCATION CHART

MONTH	WINSTON MG	GREEN MG	LANDERS LN. MG	TOTAL MG	RAINFALL
Jan.24	56.74	45.76	0.945	103.45	8.75
Feb.24	48.39	33.30	0.789	82.48	5.43
Mar.24	49.48	36.02	0.795	86.29	5.43
Apr.24	23.71	20.61	0.560	44.88	1.91
May.24	24.43	22.27	0.352	47.05	2.02
June.24	15.59	17.17	0.334	33.09	0.50
July.24	15.43	15.43	0.339	31.20	0.15
Aug.24	14.86	16.96	0.392	32.21	1.59
Sept.24	13.39	15.48	0.469	29.34	0.43
Oct.24	15.49	17.66	0.531	33.68	1.86
Nov-23	25.07	22.57	0.562	48.20	4.10
Dec.23	34.79	30.58	0.850	66.21	4.70
TOTAL	337.35	293.81	6.920	638.07	36.87
GREEN + LANDERS		300.73			
APPORTIONMENT	52.87%	47.13%			
			100%		

# 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>
10/17	11:00 AM	3.33	8.01	10/21	2:00 PM	4.95	8.17	10/22	10:28 AM	8.65	8.17
				10/21	3:00 PM	4.95	8.09	10/22	12:00 PM	8.65	8.02
								10/22	1:28 PM	8.65	7.99
								10/22	2:45 PM	8.65	7.97
								10/22	3:55 PM	8.65	7.95

**Total Gallons: 5,500 1    Total Gallons: 11,000 2    Total Gallons: 27,500 5**

<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>
10/23	1:00 PM	7.38	8.16	10/24	8:00 AM	5.26	8.74	10/27	7:40 AM	18.6	8.18
10/23	2:15 PM	7.38	8.06	10/24	1:15 PM	5.26	8.60	10/27	9:06 AM	18.6	8.07
10/23	3:30 PM	7.38	8.11	10/24	2:20 PM	5.26	8.60	10/27	10:51 AM	18.6	8.00
				10/24	3:30 PM	5.26	8.46				

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

<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>
10/28	10:18 AM	24.2	8.14	10/30	7:32 AM	30.1	8.20	10/31	7:20 AM	30.7	8.15
10/28	11:54 AM	24.2	8.00	10/30	9:00 AM	30.1	8.11	10/31	9:00 AM	30.7	8.00
10/28	1:22 PM	24.2	8.01	10/30	10:10 AM	30.1	8.04	10/31	10:00 AM	30.7	7.94
10/28	2:44 PM	24.2	8.05	10/30	11:15 AM	30.1	8.03	10/31	11:00 AM	30.7	7.94
								10/31	12:00 PM	30.7	7.88
								10/31	1:00 PM	30.7	7.94

**Total Gallons: 22,000 4    Total Gallons: 22,000 4    Total Gallons: 33,000 6**

<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>
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**Total Gallons: 0 0    Total Gallons: 0 0    Total Gallons: 0 0**

<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>
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**Total Gallons: 0 0    Total Gallons: 0 0    Total Gallons: 0 0**

<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>
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**Total Gallons: 0 0    Total Gallons: 0 0    Total Gallons: 0 0**

<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>
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# WINSTON-GREEN WWTF

October 2024

SYSTEM CLASSIFICATION: IV PERMIT # 100554  
 COUNTY: DOUGLAS

POPULATION: 10000 TYPE: RBC / ACTIVATED SLUDGE  
 BIOSOLIDS

FILE # 98400

D	A	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	% REM SS	LBS DIS SS	EFF CBOD 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		1.102	7.3								7.0	22.5							0.04	446					
2		1.165	7.3	185	295	0.5					7.1	22.3	3.8	98%	37	7.6	97%	74	0.06	454					
3		1.194	7.2								7.1	22.2							0.05	435					
4		1.172	7.2	153	289						6.8	21.9	1.8	99%	18	3.0	99%	29	0.04	431					
5		1.122	7.3								7.1	22.1							0.05	425					
6		1.193	7.4								7.0	22.3							0.06	428	<1				
7		1.136	7.4	233	446	0.83	3.88	0.21	16.3	1.4	6.9	22.6	3.2	99%	30	3.0	99%	28	0.06	427	<1				
8		1.106	7.3								7.2	22.5							0.06	424					
9		1.141	7.2	227	359	1.97					6.8	22.4	3.5	98%	33	2.8	99%	27	0.07	428					
10		1.123	7.3								6.9	22.3							0.04	426					
11		1.154	7.3	208	335						6.8	22.2	2.8	99%	27	5.4	98%	52	0.06	429					
12		1.153	7.3								7.1	22.5							0.05	428					
13		1.191	7.3								7.0	22.5							0.06	433	<1				
14		1.178	7.2	194	359	0.32	2.78	0.14	15.0	1.4	6.8	22.5	3.1	98%	30	2.6	99%	26	0.07	426	<1				
15		1.147	7.3								7.0	22.5							0.05	428				0.01	
16		1.165	7.3	220	309	1.54					6.9	22.1	3.1	99%	30	2.4	99%	23	0.08	430					
17		1.138	7.3								7.0	21.7							0.06	427				0.05	
18		1.196	7.4	219	372						7.0	21.2	2.5	99%	25	2.4	99%	24	0.07	433				0.01	
19		1.135	7.4								7.1	21.5							0.02	424					
20		1.260	7.5								7.0	21.5							0.06	465				0.70	
21		1.532	7.2	195	303	0.21	3.08	0.10	15.9	1.4	6.9	21.6	3.7	98%	47	3.4	99%	43	0.05	579				0.31	
22		1.331	7.6								7.1	21.1							0.06	591	5.2				
23		1.249	7.3	141	205	0.04					7.1	21.0	3.4	98%	35	1.2	99%	12	0.05	579	11.0				
24		1.212	7.5								7.2	20.5							0.06	573				0.01	
25		1.275	7.3	181	265						7.1	20.5	3.0	98%	32	1.0	100%	11	0.07	583					
26		1.177	7.4								7.2	20.8							0.06	560				0.09	
27		1.370	7.4								7.1	20.9							0.07	664				0.23	
28		1.483	7.3	161	248	0.07	3.28	0.01	15.2	0.7	7.2	20.9	3.1	98%	38	2.0	99%	25	0.06	691	12.1			0.45	
29		1.368	7.4								7.1	20.6							0.07	670	<1				
30		1.502	7.3	162	235	0.25					7.1	20.1	2.9	98%	36	1.0	100%	13	0.07	692					
31		1.362	7.5								7.4	19.8							0.09	669					
TOT		38.03														420		387		15,498		0	0	1.86	
MAX		1.532	7.6	233	446	1.97	3.88	0.21	16.3	1.4	7.4	22.6	3.8	99%	47	7.6	100%	74	0.09	692	12.1	0	0	0.70	
MIN		1.102	7.2	141	205	0.04	2.78	0.01	15.0	0.7	6.8	19.8	1.8	98%	18	1.0	97%	11	0.02	424	5.2	0	0	0.01	
AVG		1.227	7.3	191	309	0.64	3.26	0.11	15.6	1.2	7.0	21.6	3.1	98%	32	2.9	99%	30	0.06	500	2.3			0.21	

LBS AVG

33.36

EXCESS THERMAL LOAD WEEKLY AVG. Mkcals/day	EFF TEMP @ WEEKLY AVG.
1	18.3
6	19.0
13	17.6

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