

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

BOARD DIRECTORS PRESENT:

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

BOARD DIRECTORS ABSENT:

Carolyn White

GAWSA STAFF PRESENT:

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

ALSO PRESENT:

Chris Sherlock, Wastewater Treatment Plant Superintendent (City of Winston)

Board Chair Tracey Parker called the meeting to order at 5:03pm.

Consent Agenda

The Board considered one customer leak adjustment request for BS Amusements, LLC.

After brief consideration, Director Tom Fullbright made a motion to approve a leak adjustment credit of \$371.45 to BS Amusement's account. Director Steve Lusch seconded the motion. The motion passed unanimously.

Consideration of Minutes and Accounts Payable

Director Brenda Kingry made a motion to approve the March regular board meeting minutes and accounts payable. Director Fullbright seconded the motion. The motion passed unanimously.

General Manager's Report

David Campos presented Resolution No. 2025-04-01, a resolution adopting public contracting rules and procedures. David presented a draft of the proposed policy at the April regular board meeting for directors to review. David stated that, as part of the adoption of the policy, the Board would need to decide what approval threshold to grant the General Manager for contract approval. Several directors inquired what David felt would be an appropriate approval threshold. David stated that the Board for Roberts Creek Water District, in recent years past, adopted a policy for professional services contracting. In that policy, David and Alan were granted authority to approve personal service contracts under \$25,000. David added that the threshold for small procurements is also \$25,000, where contracts are not subject to competitive bidding. Based on these two things, David felt that \$25,000 would be an appropriate approval authority for the General Manager. Director Fullbright made a motion to adopt Resolution No. 2025-04-01. Director Lusch seconded the motion. The motion passed unanimously.

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David informed the Board that GAWSA will dispose of the mobile home at the 3528 Carnes Rd. property. In order to sell the mobile home, we have filed an application to remove the mobile home from the property title and convert it to personal property. Once the conversion is done, we will list the mobile home on the GovDeals auction site.

David informed the Board that the office remodel project is almost ready for bid publication, according to Rogers Engineering. There was some concern from the potential contractors on time between bids and construction, as costs could rise in that time. David responded to Rogers that construction could start before the end of year without issue, but a substantial part of construction would need to be at the beginning of the next year for budget purposes.

Sanitary Operations Report

Collection System Supervisor Shannon Miller provided clarification to the Board that, during the heavy rain event in March, he notified Douglas County to cease discharging leachate until further notice. No leachate was received during the heavy rain event, so any overflow would not have been caused by leachate overwhelming the collection system.

Shannon stated that the sewer operations will begin a root control program in June through a root control vendor.

Water Operations Report

Operations Manager Alan Paulson stated that Central Douglas Fire will be flushing hydrants beginning May 5, and the Fire Department will notify GAWSA of their flushing locations accordingly.

Alan informed the Board that, upon installation of the additional filter membranes at the water treatment plant, the plant is now officially a 4 million-gallon per day plant, in reference to how much water can be treated per day.

Wastewater Treatment Facility Report

Chris Sherlock presented the wastewater treatment facility monthly report. Chris stated that, during the heavy rain event, they experienced a 72,000-gallon spill. A 140,000-gallon basin was shut off as a holdover until the plant caught up. The plant pumped over twelve million gallons for the day during the rain event.

Chris informed the Board that the PLC upgrade project was completed last month and went surprisingly well. There will be some fine tuning to do in the near future.

Chris stated that blower #4 was recently installed and is awaiting programming.

Chris added that Carollo Engineers reached out and apologized for the recent lack of communication.

Director Fullbright made a motion to adjourn the meeting. Director Lusch seconded the motion. The motion passed unanimously, and the meeting was adjourned at 5:29pm.

MINUTES OF THE GREEN AREA WATER & SANITARY AUTHORITY
BOARD OF DIRECTORS MEETING
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Board Member

Tracey Parker, Board Chair

Green Area Water & Sanitary Authority
GAWSA Expense Detail
April 2025

Type	Date	Num	Name	Memo	Debit	Credit	Balance
506-1 · Health Ins Benefits- WA							
Check	04/10/2025	11934	SDIS	May 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
506-2 · Health Ins Benefits - SA							
Check	04/10/2025	11934	SDIS	May 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
507-1 · Retirement Contribution - WA							
Check	04/01/2025	11910	EDWARD JONES CO.	Jan - Mar 2025 SEP IRA contributions	4,431.67		4,431.67
Total 507-1 · Retirement Contribution - WA					4,431.67	0.00	4,431.67
507-2 · Retirement Contribution - SA							
Check	04/01/2025	11910	EDWARD JONES CO.	Jan - Mar 2025 SEP IRA contributions	4,431.67		4,431.67
Total 507-2 · Retirement Contribution - SA					4,431.67	0.00	4,431.67
512-1 · Legal Fees - WAdmin							
Check	04/10/2025	11925	NORTHWEST LOCAL GOVERNMENT ...	Inv #13981 / drafting contracting rules and resolution	199.50		199.50
Total 512-1 · Legal Fees - WAdmin					199.50	0.00	199.50
512-2 · Legal Fees - SAdmin							
Check	04/10/2025	11925	NORTHWEST LOCAL GOVERNMENT ...	Inv #13981 / drafting contracting rules and resolution, mobile home surplus advice	313.50		313.50
Total 512-2 · Legal Fees - SAdmin					313.50	0.00	313.50
515-1 · Office Supplies - WA							
Check	04/10/2025	11915	CANON SOLUTIONS AMERICA, INC.	Inv #6011285822 / Admin office copier maintenance 2/20 - 3/19	24.91		24.91
Total 515-1 · Office Supplies - WA					24.91	0.00	24.91
515-2 · Office Supplies - SA							
Check	04/10/2025	11915	CANON SOLUTIONS AMERICA, INC.	Inv #6011285822 / Admin office copier maintenance 2/20 - 3/19	24.92		24.92
Total 515-2 · Office Supplies - SA					24.92	0.00	24.92
516-1 · Communication & IT							
Check	04/10/2025	11919	DOUGLAS FAST NET	Water office phone/fax/internet - April	149.11		149.11
Check	04/10/2025	11935	SYSTECH CONSULTING, LLC	Inv #19731 / Managed service plan - Mar	465.00		614.11
Paycheck	04/30/2025	DD2236	Campos, David M	Direct Deposit	50.00		664.11
Total 516-1 · Communication & IT					664.11	0.00	664.11
516-2 · Communication & IT - S							
Check	04/10/2025	11919	DOUGLAS FAST NET	Sewer office phone/fax/internet - April	297.43		297.43
Check	04/10/2025	11935	SYSTECH CONSULTING, LLC	Inv #19731 / Managed service plan - Mar	465.00		762.43
Total 516-2 · Communication & IT - S					762.43	0.00	762.43
517-1 · Utilities- WA							
Check	04/10/2025	11912	AVISTA UTILITIES	Natural gas service water office 2/21 - 3/24	65.47		65.47
Check	04/10/2025	11932	PACIFIC POWER	Water office electricity 2/3 - 3/4	149.98		215.45
Total 517-1 · Utilities- WA					215.45	0.00	215.45
517-2 · Utilities- SA							
Check	04/10/2025	11912	AVISTA UTILITIES	Natural gas service sewer office 2/21 - 3/24	203.43		203.43
Check	04/10/2025	11932	PACIFIC POWER	Sewer office electricity 2/3 - 3/4	384.04		587.47
Total 517-2 · Utilities- SA					587.47	0.00	587.47

Green Area Water & Sanitary Authority
GAWSA Expense Detail
April 2025

Type	Date	Num	Name	Memo	Debit	Credit	Balance
518-1 · R & M Office - WA							
Check	04/10/2025	11918	DOUGLAS CO. FARMERS CO-OP	Inv #70290 / HVAC filter for office	7.49		7.49
Check	04/10/2025	11920	EXODUS PEST CONTROL	Inv #80861 / Water office pest control	28.00		35.49
Check	04/10/2025	11929	OREGON LINEN	Inv #1216287 / Rug service water office	73.40		108.89
Check	04/10/2025	11939	YAEGER'S PLUMBING, INC.	Inv #37605 / Admin office water heater replacement - kitchen	914.22		1,023.11
Total 518-1 · R & M Office - WA					1,023.11	0.00	1,023.11
518-2 · R & M Office - SA							
Check	04/10/2025	11933	STAPEL PEST SOLUTIONS	Inv #146507 / March pest control - sewer office	45.00		45.00
Total 518-2 · R & M Office - SA					45.00	0.00	45.00
520-2 · Liability/Auto Insurance - SA							
Check	04/10/2025	11934	SDIS	May health and supplemental ins premiums	6,489.70		6,489.70
Total 520-2 · Liability/Auto Insurance - SA					6,489.70	0.00	6,489.70
526-2 · Rental Property Maintenance							
Check	04/10/2025	11932	PACIFIC POWER	Holgate rental electricity 2/4 - 3/5	69.91		69.91
Check	04/10/2025	11932	PACIFIC POWER	Harmony rental electricity 2/4 - 3/5	22.68		92.59
Total 526-2 · Rental Property Maintenance					92.59	0.00	92.59
532-1 · IVR System Costs - WA							
Check	04/10/2025	11917	CONTINENTAL UTILITY SOLUTIONS, I...	Inv #T14564 / IVR Tech maint. and transaction fees - March	48.50		48.50
Total 532-1 · IVR System Costs - WA					48.50	0.00	48.50
532-2 · IVR System Costs - SA							
Check	04/10/2025	11917	CONTINENTAL UTILITY SOLUTIONS, I...	Inv #T14564 / IVR Tech maint. and transaction fees - March	48.50		48.50
Total 532-2 · IVR System Costs - SA					48.50	0.00	48.50
533-1 · Merchant Service Fees - WA							
Check	04/10/2025	11917	CONTINENTAL UTILITY SOLUTIONS, I...	Inv # T14076 / Merchant fees February (bal due)	402.24		402.24
Check	04/10/2025	11917	CONTINENTAL UTILITY SOLUTIONS, I...	Inv #T14241 / ACH and ECK transaction fees	8.15		410.39
Total 533-1 · Merchant Service Fees - WA					410.39	0.00	410.39
533-2 · Merchant Service Fees - SA							
Check	04/10/2025	11917	CONTINENTAL UTILITY SOLUTIONS, I...	Inv # T14076 / Merchant fees February (bal due)	402.24		402.24
Check	04/10/2025	11917	CONTINENTAL UTILITY SOLUTIONS, I...	Inv #T14241 / ACH and ECK transaction fees	8.15		410.39
Total 533-2 · Merchant Service Fees - SA					410.39	0.00	410.39
535-1 · Contract Services - Meter Reads							
Check	04/10/2025	11924	METEREADERS, LLC	Inv #11693 / March meter readings	2,550.40		2,550.40
Total 535-1 · Contract Services - Meter Reads					2,550.40	0.00	2,550.40
606-1 · Health Ins. Benefits - WO							
Check	04/10/2025	11934	SDIS	May 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
607-1 · Retirement Contributions - WO							
Check	04/01/2025	11910	EDWARD JONES CO.	Jan - Mar 2025 SEP IRA contributions	13,372.38		13,372.38
Total 607-1 · Retirement Contributions - WO					13,372.38	0.00	13,372.38
607-2 · Retirement Contributions - SO							
Check	04/01/2025	11910	EDWARD JONES CO.	Jan - Mar 2025 SEP IRA contributions	6,809.94		6,809.94
Total 607-2 · Retirement Contributions - SO					6,809.94	0.00	6,809.94

Green Area Water & Sanitary Authority
GAWSA Expense Detail
 April 2025

Type	Date	Num	Name	Memo	Debit	Credit	Balance
610-1 · Vehicle/Equipment O & M - WO							
Check	04/10/2025	11913	BASSETT-HYLAND ENERGY	Inv #CL33232 / trucks and equipment fuel 3/1 - 3/15	166.85		166.85
Check	04/10/2025	11913	BASSETT-HYLAND ENERGY	Inv #CL33628 / trucks and equipment fuel 3/16 - 3/31	224.13		390.98
Check	04/10/2025	11918	DOUGLAS CO. FARMERS CO-OP	Inv #70012 / PO 18697 / wiring harness for compressor trailer lights	4.49		395.47
Total 610-1 · Vehicle/Equipment O & M - WO					395.47	0.00	395.47
610-2 · Vehicle/Equipment O & M - SO							
Check	04/10/2025	11911	NAPA AUTO PARTS	Inv #948030 / PO 18703 / antifreeze	41.32		41.32
Check	04/10/2025	11913	BASSETT-HYLAND ENERGY	Inv #CL33232 / trucks and equipment fuel 3/1 - 3/15	243.97		285.29
Check	04/10/2025	11913	BASSETT-HYLAND ENERGY	Inv #CL33628 / trucks and equipment fuel 3/16 - 3/31	203.84		489.13
Check	04/10/2025	11916	CHUCK SWARM & FAMILY AUTO REP...	Inv #29973 / PO 18718 / 2006 GMC 2500 Service	626.50		1,115.63
Check	04/10/2025	11916	CHUCK SWARM & FAMILY AUTO REP...	Inv #30020 / PO 18707 / 2000 Chevy 1500 oil change	61.95		1,177.58
Total 610-2 · Vehicle/Equipment O & M - SO					1,177.58	0.00	1,177.58
611-1 · Dues/Fees/Subscriptions- WO							
Check	04/10/2025	11926	ONE CALL CONCEPTS, INC.	Inv #5030703 / March locate tickets	26.18		26.18
Check	04/10/2025	11927	STATE OF OREGON WATER RESOUR...	PO 18714 / Instream Lease IL-122 renewal	150.00		176.18
Check	04/10/2025	11928	DEPT. OF ENVIRONMENTAL QUALITY	Inv #WQ25IND-0671 / NPDES filter backwash permit / PO 18708	859.00		1,035.18
Check	04/10/2025	11931	DOUGLAS COUNTY PUBLIC WORKS	Inv # 03-25 / Nearmap Imagery update IGA No. 2025-0269	626.64		1,661.82
Total 611-1 · Dues/Fees/Subscriptions- WO					1,661.82	0.00	1,661.82
611-2 · Dues/Fees/Subscriptions- SO							
Check	04/10/2025	11926	ONE CALL CONCEPTS, INC.	Inv #5030703 / March locate tickets	26.18		26.18
Check	04/10/2025	11931	DOUGLAS COUNTY PUBLIC WORKS	Inv # 03-25 / Nearmap Imagery update IGA No. 2025-0269	626.64		652.82
Total 611-2 · Dues/Fees/Subscriptions- SO					652.82	0.00	652.82
612-1 · Communication & IT - Ops							
Check	04/10/2025	11919	DOUGLAS FAST NET	Carnes shop internet - April	86.39		86.39
Check	04/10/2025	11919	DOUGLAS FAST NET	WTP phone/fax/internet/alarm line - April	134.20		220.59
Check	04/10/2025	11936	VERIZON WIRELESS	Inv #6108937362 / tablet line	48.66		269.25
Paycheck	04/30/2025	DD2237	Carlson, Trev W	Direct Deposit	50.00		319.25
Paycheck	04/30/2025	DD2241	Hope, Will T	Direct Deposit	50.00		369.25
Paycheck	04/30/2025	DD2242	Manson, Joshua T.	Direct Deposit	50.00		419.25
Paycheck	04/30/2025	DD2244	Paulson, Alan D.	Direct Deposit	50.00		469.25
Paycheck	04/30/2025	DD2245	Radford, Daniel L.	Direct Deposit	50.00		519.25
Paycheck	04/30/2025	DD2247	Wolford, Jeremy J.	Direct Deposit	50.00		569.25
Total 612-1 · Communication & IT - Ops					569.25	0.00	569.25
612-2 · Communication & IT - SO							
Check	04/10/2025	11936	VERIZON WIRELESS	Inv #6108937362 / second tablet line	23.67		23.67
Paycheck	04/30/2025	DD2238	Chasteen, Matthew S.	Direct Deposit	50.00		73.67
Paycheck	04/30/2025	DD2243	Miller, Shannon L.	Direct Deposit	50.00		123.67
Total 612-2 · Communication & IT - SO					123.67	0.00	123.67
620-1 · R & M Water Distribution							
Check	04/10/2025	11921	FERGUSON WATERWORKS #3011	Inv #1307197 / PO 18699 / 2 remote meter heads	260.70		260.70
Check	04/10/2025	11922	CORIX WATER PRODUCTS, INC.	Inv #U2516006647 / PO 18688 / 1-1" Zenner ultrasonic meter	108.76		369.46
Check	04/10/2025	11923	LONG'S BUILDING SUPPLY	Inv #401535 / PO 18693 / Conduit for Knife River meter head	21.58		391.04
Check	04/10/2025	11923	LONG'S BUILDING SUPPLY	Inv #402754 / PO 18706 / Conduit for remote meter head	13.75		404.79
Total 620-1 · R & M Water Distribution					404.79	0.00	404.79
621-1 · R & M - Dist Shop							
Check	04/10/2025	11937	Carnes Road Site	Inv #329048 / 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	04/10/2025	11922	CORIX WATER PRODUCTS, INC.	Inv #U2516007986 / PO 18694 / blue and red marking paint	324.12		324.12
Total 622-1 · Tools & Supplies - Distribution					324.12	0.00	324.12

Green Area Water & Sanitary Authority
GAWSA Expense Detail
April 2025

Type	Date	Num	Name	Memo	Debit	Credit	Balance
624-1 · Utilities - Water Dist WO							
Check	04/10/2025	11912	AVISTA UTILITIES	Natural gas service Highland PS 2/21 - 3/24	21.79		21.79
Check	04/10/2025	11912	AVISTA UTILITIES	Natural gas service Carnes Shop 2/21- 3/24	59.10		80.89
Check	04/10/2025	11932	PACIFIC POWER	Tipton PS/Roseburg intertie electricity 2/13 - 3/14	93.54		174.43
Check	04/10/2025	11932	PACIFIC POWER	Carnes shop electricity 2/3 - 3/4	423.19		597.62
Check	04/10/2025	11932	PACIFIC POWER	Highland Vista PS electricity 2/3 - 3/4	403.48		1,001.10
Check	04/10/2025	11932	PACIFIC POWER	Glengary PS electricity 2/3 - 3/4	47.77		1,048.87
Total 624-1 · Utilities - Water Dist WO					1,048.87	0.00	1,048.87
625-1 · Engineering - WDist WO							
Check	04/10/2025	11940	THE DYER PARTNERSHIP ENGINEER...	Inv #31903 / Draft RFI for master plan	55.00		55.00
Check	04/10/2025	11940	THE DYER PARTNERSHIP ENGINEER...	Inv #40081 / Draft RFI for master plan	55.00		110.00
Total 625-1 · Engineering - WDist WO					110.00	0.00	110.00
627-1 · Backflow Tests- WO							
Check	04/10/2025	11930	POPEYE'S PUMP & BACKFLOW	Inv #20855 / 1 backflow test @ G4 pumpstation	60.00		60.00
Check	04/10/2025	11930	POPEYE'S PUMP & BACKFLOW	Inv #20818 / 10 noncomp BF tests	600.00		660.00
Total 627-1 · Backflow Tests- WO					660.00	0.00	660.00
628-1 · Inventory Adjustment W							
Check	04/10/2025	11921	FERGUSON WATERWORKS #3011	Inv #1304084-1 / PO 18715 / 4 Hymax grip couplings	723.12		723.12
Check	04/10/2025	11922	CORIX WATER PRODUCTS, INC.	Inv #U2516005060 / PO 18678 / 10 angle meter stops	1,187.40		1,910.52
Check	04/10/2025	11922	CORIX WATER PRODUCTS, INC.	Inv #U2516006070 / PO 18685 / 2 U-branch	563.24		2,473.76
Check	04/10/2025	11922	CORIX WATER PRODUCTS, INC.	Inv #U2516006071 / PO 18686 / 30 5/8x3/4 zenner meters	1,934.70		4,408.46
Check	04/10/2025	11922	CORIX WATER PRODUCTS, INC.	Inv #U2516006648 / PO 18689 / 20 5/8x3/4 zenner meters	1,289.80		5,698.26
Check	04/10/2025	11922	CORIX WATER PRODUCTS, INC.	Inv #U2516006652 / PO 18690 / 12 plastic lids	247.97		5,946.23
Check	04/10/2025	11922	CORIX WATER PRODUCTS, INC.	CM #U2415003799 / returned angle ball valves		678.55	5,267.68
Total 628-1 · Inventory Adjustment W					5,946.23	678.55	5,267.68
633-1 · Equipment Purchases - WO							
Check	04/21/2025	11946	RDO EQUIPMENT CO.	Inv #E0152579 / PO 18720 / 2.5" Mole - boring tool	5,495.00		5,495.00
Total 633-1 · Equipment Purchases - WO					5,495.00	0.00	5,495.00
641-2 · R & M Lines & Manholes - SO							
Check	04/10/2025	11922	CORIX WATER PRODUCTS, INC.	Inv #U2516009592 / PO 18701 / Backwater valves and caulder couplings	199.05		199.05
Check	04/10/2025	11922	CORIX WATER PRODUCTS, INC.	Inv #U2516009988 / PO 18702 / Various stock inventory	870.88		1,069.93
Check	04/21/2025	11945	RIVERBEND MATERIALS	Inv #3923979 / PO 18721 / gabion rock and crushed rock - repair driveway flood damage	386.16		1,456.09
Total 641-2 · R & M Lines & Manholes - SO					1,456.09	0.00	1,456.09
647-2 · G4 Pumpstation - SO							
Check	04/10/2025	11919	DOUGLAS FAST NET	G4 pumpstation alarm line - April	15.29		15.29
Check	04/10/2025	11932	PACIFIC POWER	G4 PS electricity 2/3 - 3/4	2,870.84		2,886.13
Total 647-2 · G4 Pumpstation - SO					2,886.13	0.00	2,886.13
648-2 · O&M Pumpstations - SO							
Check	04/10/2025	11914	CAMTRONICS INC.	Inv #4090 / PO 18716 / Oak Creek PS work	2,868.75		2,868.75
Check	04/10/2025	11932	PACIFIC POWER	Oak Creek PS electricity 2/3 - 3/4	121.54		2,990.29
Check	04/10/2025	11932	PACIFIC POWER	Briarwood PS electricity 2/3 - 3/4	45.64		3,035.93
Total 648-2 · O&M Pumpstations - SO					3,035.93	0.00	3,035.93
700-1 · WTP R & M							
Check	04/10/2025	11914	CAMTRONICS INC.	Inv #4089 / PO 18709 / water tank comms and WTP computers work	4,973.80		4,973.80
Check	04/10/2025	11938	XYLEM WATER SOLUTIONS USA, INC.	Inv. #3556D69207 / PO 18717 / Annual maintenance of raw water pumps	2,327.00		7,300.80
Total 700-1 · WTP R & M					7,300.80	0.00	7,300.80

Green Area Water & Sanitary Authority
GAWSA Expense Detail
 April 2025

Type	Date	Num	Name	Memo	Debit	Credit	Balance
701-1 · WTP Tools & Supplies							
Check	04/10/2025	11915	CANON SOLUTIONS AMERICA, INC.	Inv #6011285822 / WTP copier maintenance 2/20 - 3/19	8.21		8.21
Check	04/10/2025	11918	DOUGLAS CO. FARMERS CO-OP	Inv #70126 / PO 18700 / socket adaptor	4.99		13.20
Check	04/10/2025	11918	DOUGLAS CO. FARMERS CO-OP	Inv #70383 / PO 18711 / parts for WTP air line	6.77		19.97
Total 701-1 · WTP Tools & Supplies					19.97	0.00	19.97
702-1 · WTP Utilities							
Check	04/10/2025	11932	PACIFIC POWER	WTP electricity 2/3 - 3/4	10,665.90		10,665.90
Total 702-1 · WTP Utilities					10,665.90	0.00	10,665.90
706-1 · WTP MIOX System							
Check	04/10/2025	11918	DOUGLAS CO. FARMERS CO-OP	Inv #16344 / PO 18696 / plumbing parts for MIOX maintenance	93.02		93.02
Total 706-1 · WTP MIOX System					93.02	0.00	93.02
TOTAL					109,662.10	678.55	108,983.55

GREEN AREA WATER & SANITARY AUTHORITY
GENERAL MANAGER'S REPORT
May 8, 2025

Office Remodel

I will meet with Rogers Engineering to discuss the bid schedule and provide an update to the Board at the meeting.

Budget

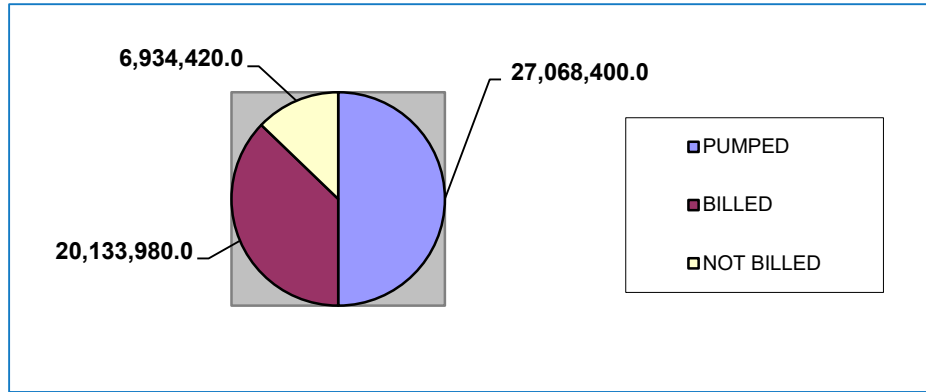
The Budget Committee Meeting date is set for May 22; however additional time is needed to prepare the budget. I am requesting to change the date for the Budget Committee Meeting to June 5, at 5:00pm.

SDIS Health Insurance Renewal

I met with Umpqua Insurance to discuss the Authority's employee health insurance policy renewal. We can expect a 6% increase in premiums for the next year. Comparative health plans are seeing premium increases of 15-20%.

Gallons Consumed vs. Billed APRIL 2025

GALLONS PUMPED	GALLONS BILLED	PUMPED BUT NOT BILLED	WATER LOSS PERCENTAGE
27,068,400	20,133,980	6,934,420	25.62%



30 DAYS IN BILLING CYCLE: 3/11/2025-4/10/2025
Repairs, leaks, etc. rendering unverifiable consumption

4/3/25: 3739 Joe Ave. - Replaced service line

2022-2023	DIFFERENCE GALLONS	WATER LOSS %	2023-2024	DIFFERENCE GALLONS	WATER LOSS %	2024-2025	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%	OCTOBER	13,864,158	29.70%
NOVEMBER	3,277,798	11.61%	NOVEMBER	3,754,791	14.00%	NOVEMBER	8,824,638	27.30%
DECEMBER	4,326,723	16.82%	DECEMBER	3,705,892	16.51%	DECEMBER	3,000,000	12.65%
JANUARY	6,252,823	24.38%	JANUARY	5,977,210	21.07%	JANUARY	3,551,400	13.16%
FEBRUARY	6,565,010	25.03%	FEBRUARY	2,925,286	13.95%	FEBRUARY	5,130,540	20.37%
MARCH	4,405,826	17.32%	MARCH	1,771,076	7.89%	MARCH	5,485,656	21.28%
APRIL	8,807,537	31.45%	APRIL	5,873,172	22.55%	APRIL	6,934,420	25.62%
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		
AVERAGE LOSS:	5,700,934	17.25%	AVERAGE LOSS:	4,552,811	14.43%	AVERAGE LOSS:	5,661,268	17.13%

Green Area Water & Sanitary Authority
Customer Payment History - Summary

Sort Order : Payment Source
 From: 4/1/2025 Through: 4/30/2025

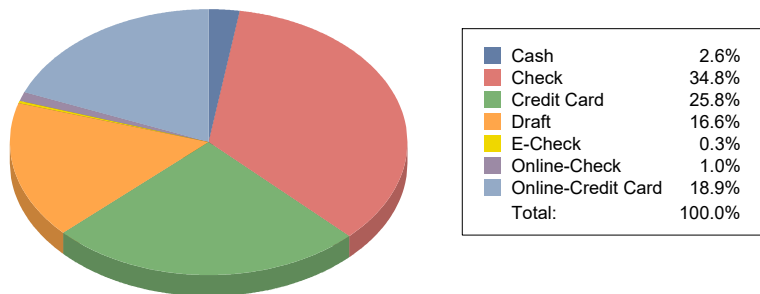
Payment Method	Quantity	Payment Amount
Cash	84	\$8,462.75
Check	1,107	\$104,300.00
Credit Card	821	\$68,299.79
Draft	528	\$48,307.96
E-Check	11	\$873.05
Online-Check	32	\$2,617.75
Online-Credit Card	601	\$48,581.62

Summary totals do not include reversed/transferred payments.

Service	Trans. Amount
Hydrant	\$(288.00)
Miscellaneous	\$(9,479.58)
Second Level Charge	\$(820.00)
Service Charge	\$(82,216.74)
Sewer	\$(125,115.64)
Sprinkler	\$(3,000.00)
Water	\$(60,522.96)
Totals	\$(281,442.92)

Payment Method	Quantity	Payment Amount
Payment Source		
Amount		
Autopay		
Credit Card		\$(43,787.74)
Draft		\$(48,307.96)
		\$(92,095.70)
Customer Portal		
Online-Check		\$(2,617.75)
Online-Credit Card		\$(48,207.92)
		\$(50,825.67)
IVR		
Credit Card		\$(2,790.90)
E-Check		\$(515.35)
		\$(3,306.25)
Lockbox		
Check		\$(84,900.93)
		\$(84,900.93)
Manual		
Cash		\$(8,462.75)
Check		\$(19,399.07)
Credit Card		\$(21,721.15)
E-Check		\$(357.70)
Online-Credit Card		\$(373.70)
		\$(50,314.37)
Totals		\$(281,442.92)

Payment Breakdown



Green Area Water & Sanitary Authority Transaction List - Summary

Sort order: Customer No.

From: 4/1/2025 Through: 4/30/2025

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	(\$105.55)
	Water Delinquency	(\$10.00)
	Service Charge Charge	(\$142.83)
	Service Charge Delinquency	(\$20.00)
	Sewer Charge	(\$135.53)
		(\$413.91)
Delinquency	Water Penalty	\$2,565.00
	Service Charge Interest	\$740.00
	Service Charge Penalty	\$130.00
	Service Charge Shutoff	\$150.00
	Sewer Interest	\$80.00
	Sewer Penalty	\$225.00
	Sewer Shutoff	\$25.00
		\$3,915.00
Misc Chrg.	Water (AF)	\$25.00
	Miscellaneous (BF)	\$1,500.00
	Miscellaneous (DHF)	\$40.00
	Miscellaneous (SOL)	\$50.00
	Service Charge (AF)	\$575.00
	Service Charge (MISC)	\$0.00
		\$2,190.00
Grand Total:		\$5,691.09

SANITARY OPERATIONS REPORT

May 8, 2025

Construction Projects

- 275 Grant Smith extension for commercial properties.
 - Nothing new to report.
- 550 East Happy Valley main extension, EGR engineering.
 - Installation complete, waiting on Manhole testing for finish grade.
- Tatone Harmony project, ie engineering, Umpqua S&G & JRT
 - Construction complete, all mainline requirements and testing complete. Waiting on Manhole testing for finish grade.

Collection System

- Step system annual maintenance, underway.
- Manhole inspections project 'B' Basin, complete.
- TV annual project.
 - 'B' Basin, flushing and CCTV, complete.
- Updating GIS and AutoCAD with lateral location changes 'B' Basin map updates, underway.
- Root control application scheduling for June.
- Douglas County leachate.
 - 191 loads of treated leachate were delivered to Ingram discharge site.

G4 and Pump Stations

- GAWSA Pump Stations ran well, with typical operation and maintenance.
- Wet well at G4 cleaning underway.
- G4 Generator water system repair and service scheduled.

Lateral Inspections & GIS

- 12 Inspections.
 - 2046 Gale St, New Installation, GIS update.
 - 314 & 311 Corona Loop, TV & GIS update.
 - 539 Industrial, TV & GIS update.
 - 2129 Delmar, TV & GIS update.
 - 2410, 2388, & 2394 Jackie, TV & GIS update, 6" main also TVed.
 - 138 Umpqua, TV & GIS update.
 - 456 Chandler, TV & GIS update.
 - 2326 Castle, TV & GIS update.
 - 2155 Linnell, 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

May 2025

Dyer has picked up daily log records from the treatment plant, so they can gather information for the upcoming Master Plan.

There was a failure of a backwash valve at the treatment plant. The crew replaced the valve with a spare that was in inventory.

There is a small issue with an abandoned right of way and existing waterline. The property owners are working with us to provide legal access for future water maintenance.

The crew has been busy with facility building maintenance and vegetation mitigation.

We are still finishing up with the maintenance of the hydrant valves.

Fire District #2 has begun flushing hydrants. The crew will be following them, blowing off dead-end lines as they move through various area's. Flushing is performed directionally, to get a thorough flush of the entire distribution system.

We are currently working with GovDeals, regarding the auctioning of some surplus items. An action for a small carport was completed and the winning bidder has picked up the item.

We recently had a mainline break behind Swanson Lumber. Their staff has asked about details for an action plan for a long term shut down (catastrophic failure) at that location. I will be gathering information for them and meeting with them soon.

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

Thanks Alan

Winston- Green WWTF Monthly Numbers

April 2025

General

1.) Plant Flow (MG)	<u>2025</u>		<u>2024</u>	
<i>Winston</i>	26.89	56%	23.71	53%
<i>Green</i>	34.25	44%	20.61	47%
<i>Rainfall</i>	0.81		1.91	

2.) Leachate

WWTF:	77,000	605,000
Ingram:	?	
Total:	#VALUE!	605,000

3.) Bio-Solids

*Storing solids

Monthly Notes

- Effluent filter # 3 actuator failure.
 - Actuator replaced with a used one we had on hand
- Spring Clean Up Around Facility
- Blower # 4 conduit has been ran and we are waiting for the electricians to build a new breaker panel for inside the electrical bucket
- Lab Computer Replaced. This was done for security reasons since the other one was to old to have the appropriate security software on it
- Annual Service on Kubota RTV
- Annual Service on Poo Truck
- RBC's offline for the season
- Flare condensation trap failure. Replaced it with a new one
 - This was an item that we fortunately had on order and it arrived a few days after the failure
- DEQ Inspection
 - This was a 3 hour inspection performed by Andy Ullrich from DEQ. He is our permit coordinator. We passed with no major comments or violations
- Call out 4-19-25 @ 4:30 AM
 - Influent pump # 3 fault. After looking into the pump and the motor it was determined that the pump needed a new impeller and the electric motor needed rebuilt.

- Digester Gas regulator for both digesters failed. We were unable to get parts for it so a new regulator and flame arrester was ordered. Staff also replaced the plug valve going to the flare and the 2 flex couplers on either end of the setup
- Effluent Filter # 2 actuator control card failure
 - This was repaired with parts on hand

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.24	23.71	20.61	21.17	0.560		44.88	1.91
May.24	24.43	22.27	22.62	0.352		47.05	2.02
June.24	15.59	17.17	17.50	0.334		33.09	0.50
July.24	15.43	15.43	15.77	0.339		31.20	0.15
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	309.72	297.02	301.04	6.937		610.76	41.47
GREEN Flow Calculated		301.04					
APPORTIONMENT	50.71%	49.29%					
				100%			

Winston-Green WWTF

April 2025

SYSTEM CLASSIFICATION: IV
COUNTY: DOUGLAS

PERMIT # 100554

FILE # 98400

POPULATION: 10000

TYPE: RBC / ACTIVATED SLUDGE

D A T E	TOTAL FLOW MGD	INF PH	INF BOD mg/l	INF SS mg/l	NH3 N EFF	EFF PH	EFF TEMP MAX	EFF BOD mg/l	% REM BOD	LBS BOD DIS	EFF SS mg/l	% REM SS	LBS DIS SS	CL2 RES mg/l	CL2 USED GAL.	CL2 USED LBS	BIOSOLIDS		
																	ECOLI COL	LAND gallons	DRYING BEDS gallons
1	3.743	7.3	169	109	0.49	7.1	13.9	12.6	93%	393	5.6	95%	174.8	0.06	620	41.4			
2	3.238	7.3	156	129	1.23	6.9	14.1	7.2	95%	194	3.2	98%	86.4	0.02	620	41.4			0.12
3	3.091	7.2				7.0	14.4							0.09	612	40.8	2.0		
4	2.779	7.2	282	236		7.0	14.6	9.4	97%	218	4.4	98%	102.0	0.08	615	41.0			
5	2.537	7.2				7.3	15.1							0.04	615	41.0			
6	2.820	7.3				7.3	15.0							0.05	615	41.0	18.9		0.43
7	2.743	7.2	242	240	0.48	7.1	14.9	9.9	96%	226	4.4	98%	100.7	0.05	615	41.0			0.08
8	2.767	7.3				7.3	14.3							0.09	579	38.6	25.9		0.02
9	2.447	7.2	302	245	0.07	7.2	14.4	6.7	98%	137	4.2	98%	85.7	0.06	570	38.0			
10	2.110	7.3				7.2	15.5							0.09	586	39.1			
11	2.110	7.4	390	302		7.3	15.4	7.1	98%	125	3.0	99%	52.8	0.09	597	39.9			
12	2.050	7.4				7.1	15.5							0.09	475	31.7			
13	1.932	7.3				7.4	15.7							0.09	579	38.6	<1		
14	1.969	7.3	461	309	0.16	7.1	16.3	7.5	98%	123	3.8	99%	62.4	0.06	538	35.9	9.6		
15	1.807	7.4				7.2	16.5							0.09	362	24.2			
16	1.774	7.3	368	253	0.28	7.1	16.6	7.6	98%	112	4.6	98%	68.1	0.02	385	25.7			
17	1.667	7.3				7.3	16.6							0.08	357	23.8			
18	1.650	7.3				7.2	16.6							0.09	347	23.1			
19	1.572	7.4				7.4	16.7							0.04	345	23.0			
20	1.555	7.4				7.4	16.7							0.04	421	28.1			
21	1.598	7.4	510	318	0.17	7.3	16.8	8.0	98%	107	3.4	99%	45.3	0.05	404	26.9			
22	1.528	7.4				7.3	16.9							0.05	462	30.8	177.7		
23	1.475	7.3	544	406	3.63	7.2	17.1	6.9	99%	85	3.8	99%	46.7	0.09	384	25.6	<1		
24	1.492	7.4				7.2	17.3							0.06	431	28.8			
25	1.487	7.4	374	235		7.2	16.8	4.1	99%	51	1.2	99%	14.9	0.05	420	28.0			
26	1.419	7.4				7.1	16.8							0.05	481	32.1			
27	1.441	7.0				7.0	17.2							0.04	463	30.9	71.7		
28	1.501	7.3	497	334	0.07	7.0	17.5	4.1	99%	51	1.8	99%	22.5	0.03	428	28.6			
29	1.424	7.4				7.2	17.9							0.08	453	30.2	<1		
30	1.414	7.3	454	305	0.62	7.3	17.9	3.4	99%	40	1.4	100%	16.5	0.01	529	35.3			
TOT	61.140									1,863			878.8		14,908	994.64			0.81
MAX	3.743	7.4	544	406	3.63	7.4	17.9	12.6	99%	393	5.6	100%	174.8	0.09	620	41.37	177.7		0.43
MIN	1.414	7.0	156	109	0.07	6.9	13.9	3.4	93%	40	1.2	95%	14.9	0.01	345	23.05	<1		0.02
AVG	2.038	7.3	365	263	0.72	7.2	16.0	7.3	97%	143	3.4	98%	67.6	0.06	497	33.15	7.9		0.16

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

PERMIT LIMITS: 2.35MGD, pH 6.0 to 9.0, BOD TSS Conc-30 monthly/45weekly, Mass BOD TSS 1200 daily/880 weekly/590 monthly, EC/126 monthly