



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: BS Amusements LLC		Service Address: 2600 old Hwy 99. Roseburg OR 97471
Daytime Phone: 541-961-4309c	Account Number: 30000521	
REPAIR DATE	LEAK REPAIR RECEIPTS - PLEASE ATTACH	
Date Leak Repaired: 1/17/25 & 2/7/25	<input type="checkbox"/> Attached	
Brief Description of Leak Failure and Repair: Line broke @ budget Repair made by previous GW users		
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 [Signature]		Date 2/10/25

SECTION 2 - TO BE COMPLETED BY AUTHORITY BILLING DEPT

Date Form Received: 2/10/2025	Meter Read Date to use for Water Leak Credit Evaluation: 12/24, 1/25, & 2/25	If Credit Granted, Utility Bill Anticipated to Show the Credit Amount:
Estimated leak period based on consumption history (attach service history):	12/1/24 - 2/7/25	
Estimated normal billing during leak period: 266.60	Leak month billing:	1,009.50
Past average normal billing in same billing cycle (or est avg billing if less than 1 yr of svc):	(266.60)	
<small>(NOTE: if estimating average consumption, attach calculation documentation)</small>		
Estimated leak billing of the leak billing period divided by 2=	242.90 / 2 = 371.45	
Leak gallons vs. normal usage gallons:	329,000 vs 70,000 gal	
Calculated water leak credit amount:	_____	
Reviewer's Initials: DC	Approver's Initials:	<input type="checkbox"/> Credit Granted <input type="checkbox"/> Credit Denied
		If Leak Credit Granted: Date Applied: _____ Initials: _____

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:

James Clymer, GAWSA Customer

Board Chair Tracey Parker called the meeting to order at 5:02pm.

Consent Agenda

The Board considered two customer leak adjustment requests.

Mr. James Clymer, who submitted a leak adjustment request, appeared before the Board. After brief consideration, Director Lusch made a motion to approve a leak adjustment credit of \$598.50 for Mr. Clymer's account. Director Tom Fullbright seconded the motion. The motion passed unanimously. Mr. Clymer thanked the Board and exited the meeting at 5:07pm.

After brief consideration, Director Lusch made a motion to approve a leak adjustment credit of \$194.33 to Kevin Hilgendorf's account. Director Brenda Kingry seconded the motion. The motion passed unanimously.

Consideration of Minutes and Accounts Payable

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

General Manager's Report

David Campos presented a contract renewal for meter reading services by Metereaders, LLC. The contract term is two years, and the renewal provides for a cost increase of \$0.25 per meter, from \$0.80 to \$1.05 per meter. David presented a meter reader cost history to the Board. Director Fullbright inquired as to why David presented the history report. David replied that this renewal includes the largest cost increase GAWSA has seen since first contracting with Metereaders, LLC in 2009, and that he felt the Board should be aware of that. David also stated that, while it is still economically feasible to use the meter reading service, if it becomes a trend where the cost is increased by 25-30% with each

renewal, it will eventually become more cost effective to use other methods of meter reading. Director Fullbright made a motion to approve the contract renewal with Metereaders, LLC at a cost of \$1.05 per meter. Director Lusch seconded the motion. The motion passed unanimously.

David stated that the property at 3528 Carnes Road, which GAWSA recently purchased, contains a manufactured home that GAWSA does not have use for. The Authority plans to auction the home through GovDeals. There is also interest from a neighboring customer in the home.

David informed the Board the Authority's public contracting rules are out of date and an updated policy is needed. GAWSA legal counsel Eileen Eakins has drafted an updated policy, which David has provided for the Board to review. At the next meeting the Board may adopt the policy by resolution or suggest changes to the drafted policy.

David stated that the office staff has, over the years, made changes to the customer application process to make it more efficient. However, we have always required the customer to visit the office to present identification and sign an application. With the recent upgraded features to our website, we are now able to make the application process 100 percent electronic, eliminating the need for customers to physically complete an application.

Sanitary Operations Report

Collection System Supervisor Shannon Miller stated that GAWSA had a Sanitary Sewer Overflow (SSO) due to the recent flood event. The flooding from the heavy rain inundated our sewer collection system. The public has been notified through the GAWSA website and social media posting.

Director Lusch inquired about the leachate conveyance report. Shannon stated that the numbers reported for ammonia, pH, etc. are from the County's treated leachate. GAWSA is only taking treated leachate. Shannon added that, during the flood event, we notified Douglas County to suspend discharging of leachate because we did not have the capacity. A brief discussion followed.

Water Operations Report

Operations Manager Alan Paulson informed the Board that the delay in getting the filter membranes installed is due to a mix-up at the Oregon Health Authority. They have gone through staffing changes and our case was lost in the transition. The State has essentially given us the green light to proceed so we will install the membranes during inclement weather.

Alan stated that the County Landfill has inquired about getting a water meter for its pretreatment plant. The landfill currently purchases bulk water for its pretreatment.

The operations crew cleaned up some debris and a fallen tree from the storm and are also turning valves.

Wastewater Treatment Facility Report

David stated that Chris Sherlock was unable to attend the meeting.

Director Fullbright made a motion to adjourn the meeting. Director Lusch seconded the motion. The motion passed unanimously, and the meeting was adjourned at 5:39pm.

Board Member

Tracey Parker, Board Chair

Green Area Water & Sanitary Authority
GAWSA Expense Detail
March 2025

Type	Date	Num	Name	Memo	Debit	Credit	Balance
506-1 · Health Ins Benefits- WA							
Check	03/13/2025	11901	SDIS	April 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	03/13/2025	11901	SDIS	April 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
515-1 · Office Supplies - WA							
Check	03/13/2025	11886	CANON SOLUTIONS AMERICA, INC.	Inv #6010965758 / Admin office copier maintenance 1/20 - 2/19	24.42		24.42
Check	03/13/2025	11900	QUILL	Inv #42801260 / office and janitorial supplies	31.53		55.95
Total 515-1 · Office Supplies - WA					55.95	0.00	55.95
515-2 · Office Supplies - SA							
Check	03/13/2025	11886	CANON SOLUTIONS AMERICA, INC.	Inv #6010965758 / Admin office copier maintenance 1/20 - 2/19	24.43		24.43
Check	03/13/2025	11900	QUILL	Inv #42801260 / office and janitorial supplies	31.54		55.97
Total 515-2 · Office Supplies - SA					55.97	0.00	55.97
516-1 · Communication & IT							
Check	03/13/2025	11891	DOUGLAS FAST NET	Water office phone/fax/internet - March	149.17		149.17
Check	03/19/2025	11906	SYSTECH CONSULTING, LLC	Inv #19139 / Managed service plan - Feb	465.00		614.17
Paycheck	03/31/2025	DD2209	Campos, David M	Direct Deposit	50.00		664.17
Total 516-1 · Communication & IT					664.17	0.00	664.17
516-2 · Communication & IT - S							
Check	03/13/2025	11891	DOUGLAS FAST NET	Sewer office phone/fax/internet - March	297.31		297.31
Check	03/19/2025	11906	SYSTECH CONSULTING, LLC	Inv #19139 / Managed service plan - Feb	465.00		762.31
Total 516-2 · Communication & IT - S					762.31	0.00	762.31
517-1 · Utilities- WA							
Check	03/13/2025	11883	AVISTA UTILITIES	Natural gas service water office 1/23 - 2/21	129.13		129.13
Total 517-1 · Utilities- WA					129.13	0.00	129.13
517-2 · Utilities- SA							
Check	03/13/2025	11883	AVISTA UTILITIES	Natural gas service sewer office 1/23 - 2/21	299.35		299.35
Total 517-2 · Utilities- SA					299.35	0.00	299.35
518-1 · R & M Office - WA							
Check	03/13/2025	11898	OREGON LINEN	Inv #1205462 / Rug service water office	73.40		73.40
Total 518-1 · R & M Office - WA					73.40	0.00	73.40
520-2 · Liability/Auto Insurance - SA							
Check	03/13/2025	11901	SDIS	April 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

Green Area Water & Sanitary Authority
GAWSA Expense Detail
March 2025

Type	Date	Num	Name	Memo	Debit	Credit	Balance
522-1 · Travel & Training - WA							
Check	03/13/2025	11905	DAVID CAMPOS	Reimburse Mileage - SDAO Conference: Riverhouse Bend	133.00		133.00
Check	03/13/2025	11905	DAVID CAMPOS	Reimburse Meals - SDAO Conference: Bend	28.93		161.93
Total 522-1 · Travel & Training - WA					161.93	0.00	161.93
522-2 · Travel & Training - SA							
Check	03/13/2025	11905	DAVID CAMPOS	Reimburse Mileage - SDAO Conference: Riverhouse Bend	133.00		133.00
Check	03/13/2025	11905	DAVID CAMPOS	Reimburse Meals - SDAO Conference: Bend	28.92		161.92
Total 522-2 · Travel & Training - SA					161.92	0.00	161.92
523-1 · Dues & Subscriptions - WA							
Check	03/05/2025	11882	NEWS REVIEW	Acct # 2105010 / 12 mo. subscription renewal	106.63		106.63
Check	03/13/2025	11899	OAWU	Inv #39415 / Membership dues 2025-2026	1,400.00		1,506.63
Total 523-1 · Dues & Subscriptions - WA					1,506.63	0.00	1,506.63
523-2 · Dues & Subscriptions - SA							
Check	03/05/2025	11882	NEWS REVIEW	Acct # 2105010 / 12 mo. subscription renewal	106.62		106.62
Total 523-2 · Dues & Subscriptions - SA					106.62	0.00	106.62
531-1 · Statement Printing/Mailing - WA							
Check	03/17/2025	ACH	BMS TECHNOLOGIES	Inv #94873 / February billing statements printing and mailing	1,133.69		1,133.69
Total 531-1 · Statement Printing/Mailing - WA					1,133.69	0.00	1,133.69
531-2 · Statement Printing/Mailing - SA							
Check	03/17/2025	ACH	BMS TECHNOLOGIES	Inv #94873 / February billing statements printing and mailing	1,133.68		1,133.68
Total 531-2 · Statement Printing/Mailing - SA					1,133.68	0.00	1,133.68
532-1 · IVR System Costs - WA							
Check	03/13/2025	11889	CONTINENTAL UTILITY SOLUTIONS...	Inv #T14115 / IVR Tech maint. and transaction fees - February	46.47		46.47
Total 532-1 · IVR System Costs - WA					46.47	0.00	46.47
532-2 · IVR System Costs - SA							
Check	03/13/2025	11889	CONTINENTAL UTILITY SOLUTIONS...	Inv #T14115 / IVR Tech maint. and transaction fees - February	46.48		46.48
Total 532-2 · IVR System Costs - SA					46.48	0.00	46.48
533-1 · Merchant Service Fees - WA							
Check	03/13/2025	11889	CONTINENTAL UTILITY SOLUTIONS...	Inv # T14076 / Merchant fees February	588.48		588.48
Total 533-1 · Merchant Service Fees - WA					588.48	0.00	588.48
533-2 · Merchant Service Fees - SA							
Check	03/13/2025	11889	CONTINENTAL UTILITY SOLUTIONS...	Inv # T14076 / Merchant fees February	588.48		588.48
Total 533-2 · Merchant Service Fees - SA					588.48	0.00	588.48
535-1 · Contract Services - Meter Reads							
Check	03/13/2025	11896	METEREADERS, LLC	Inv #11642 / February meter readings	2,550.40		2,550.40
Total 535-1 · Contract Services - Meter Reads					2,550.40	0.00	2,550.40

Green Area Water & Sanitary Authority
GAWSA Expense Detail
March 2025

Type	Date	Num	Name	Memo	Debit	Credit	Balance
606-1 · Health Ins. Benefits - WO							
Check	03/13/2025	11901	SDIS	April 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
610-1 · Vehicle/Equipment O & M - WO							
Check	03/13/2025	11884	BASSETT-HYLAND ENERGY	Inv #CL32850 / trucks and equipment fuel 2/16 - 2/28	186.27		186.27
Total 610-1 · Vehicle/Equipment O & M - WO					186.27	0.00	186.27
610-2 · Vehicle/Equipment O & M - SO							
Check	03/13/2025	11884	BASSETT-HYLAND ENERGY	Inv #CL32850 / trucks and equipment fuel 2/16 - 2/28	147.80		147.80
Check	03/13/2025	11887	CHUCK SWARM & FAMILY AUTO RE...	Inv #29837 / PO 18691 / Heater core replacement 2000 Chev	1,174.10		1,321.90
Total 610-2 · Vehicle/Equipment O & M - SO					1,321.90	0.00	1,321.90
611-1 · Dues/Fees/Subscriptions- WO							
Check	03/13/2025	11892	DCUCC	2025 DCUCC dues	150.00		150.00
Check	03/13/2025	11897	ONE CALL CONCEPTS, INC.	Inv #5020703 / February locate tickets	49.28		199.28
Total 611-1 · Dues/Fees/Subscriptions- WO					199.28	0.00	199.28
611-2 · Dues/Fees/Subscriptions- SO							
Check	03/13/2025	11892	DCUCC	2025 DCUCC dues	150.00		150.00
Check	03/13/2025	11897	ONE CALL CONCEPTS, INC.	Inv #5020703 / February locate tickets	49.28		199.28
Total 611-2 · Dues/Fees/Subscriptions- SO					199.28	0.00	199.28
612-1 · Communication & IT - Ops							
Check	03/13/2025	11891	DOUGLAS FAST NET	Carnes shop internet - March	86.39		86.39
Check	03/13/2025	11891	DOUGLAS FAST NET	WTP phone/fax/internet/alarm line - March	134.14		220.53
Check	03/13/2025	11903	VERIZON WIRELESS	Inv #6106454951 / tablet line	48.66		269.19
Paycheck	03/31/2025	DD2210	Carlson, Trev W	Direct Deposit	50.00		319.19
Paycheck	03/31/2025	DD2214	Hope, Will T	Direct Deposit	50.00		369.19
Paycheck	03/31/2025	DD2215	Manson, Joshua T.	Direct Deposit	50.00		419.19
Paycheck	03/31/2025	DD2217	Paulson, Alan D.	Direct Deposit	50.00		469.19
Paycheck	03/31/2025	DD2218	Radford, Daniel L.	Direct Deposit	50.00		519.19
Paycheck	03/31/2025	DD2220	Wolford, Jeremy J.	Direct Deposit	50.00		569.19
Total 612-1 · Communication & IT - Ops					569.19	0.00	569.19
612-2 · Communication & IT - SO							
Check	03/13/2025	11903	VERIZON WIRELESS	Inv #6106454951 / second tablet line	23.67		23.67
Paycheck	03/31/2025	DD2211	Chasteen, Matthew S.	Direct Deposit	50.00		73.67
Paycheck	03/31/2025	DD2216	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	03/13/2025	11890	DOUGLAS CO. FARMERS CO-OP	Inv #69326 / PO 18675 / PVC parts	10.48		10.48
Check	03/13/2025	11895	LONG'S BUILDING SUPPLY	Inv #400625 / PO 18674 / telescoping coupler	8.69		19.17
Total 620-1 · R & M Water Distribution					19.17	0.00	19.17
621-1 · R & M - Dist Shop							
Check	03/13/2025	11904	Carnes Road Site	Inv #327249 / Carnes Rd. shop 200G dumpster	94.25		94.25
Total 621-1 · R & M - Dist Shop					94.25	0.00	94.25

Green Area Water & Sanitary Authority
GAWSA Expense Detail
March 2025

Type	Date	Num	Name	Memo	Debit	Credit	Balance
624-1 · Utilities - Water Dist WO							
Check	03/13/2025	11883	AVISTA UTILITIES	Natural gas service Highland PS 1/23 - 2/21	20.36		20.36
Check	03/13/2025	11883	AVISTA UTILITIES	Natural gas service Carnes Shop 1/23 - 2/21	245.99		266.35
Total 624-1 · Utilities - Water Dist WO					266.35	0.00	266.35
626-1 · Water Samples - WO							
Check	03/13/2025	11902	UMPQUA RESEARCH	Inv #M077563 / 8 coliforms tests	212.00		212.00
Check	03/13/2025	11902	UMPQUA RESEARCH	Inv #M077658 / 2 TOC tests, 1 Alkalinity test	154.60		366.60
Check	03/13/2025	11902	UMPQUA RESEARCH	Inv #M077811 / 8 coliform tests	212.00		578.60
Check	03/13/2025	11902	UMPQUA RESEARCH	Inv #M077913 / 2 TOC tests, 1 Alkalinity test	156.60		735.20
Total 626-1 · Water Samples - WO					735.20	0.00	735.20
627-1 · Backflow Tests- WO							
Check	03/13/2025	11894	HOLLAND LANDSCAPING OREGON	Inv #2414 / 2 non-comp backflow tests	110.00		110.00
Total 627-1 · Backflow Tests- WO					110.00	0.00	110.00
628-1 · Inventory Adjustment W							
Check	03/13/2025	11893	FERGUSON WATERWORKS #3011	Inv #1304084 / PO 18687 / Hymax grip couplings	1,286.36		1,286.36
Total 628-1 · Inventory Adjustment W					1,286.36	0.00	1,286.36
647-2 · G4 Pumpstation - SO							
Check	03/13/2025	11885	CAMP CREEK ELECTRIC	Inv #4542 / PO 18695 / G4 pump installation	5,212.87		5,212.87
Check	03/13/2025	11891	DOUGLAS FAST NET	G4 pumpstation alarm line - March	15.27		5,228.14
Total 647-2 · G4 Pumpstation - SO					5,228.14	0.00	5,228.14
701-1 · WTP Tools & Supplies							
Check	03/13/2025	11886	CANON SOLUTIONS AMERICA, INC.	Inv #6010965758 / WTP copier maintenance 1/20 - 2/19	15.03		15.03
Check	03/13/2025	11890	DOUGLAS CO. FARMERS CO-OP	Inv #69228 / PO 18669 / trash bags for WTP	32.99		48.02
Total 701-1 · WTP Tools & Supplies					48.02	0.00	48.02
712-2 · O&M Regional WWTP							
Check	03/13/2025	11888	CITY OF WINSTON	WWTP Personal services - Dec 2024	25,089.57		25,089.57
Check	03/13/2025	11888	CITY OF WINSTON	WWTP Personal services - Jan 2025	25,379.05		50,468.62
Total 712-2 · O&M Regional WWTP					50,468.62	0.00	50,468.62
TOTAL					99,994.32	0.00	99,994.32

GREEN AREA WATER & SANITARY AUTHORITY
GENERAL MANAGER'S REPORT
March 13, 2025

Public Contracting Rules Resolution No. 2025-4-1

I have included the drafted resolution to adopt a new GAWSA Contracting Rules policy, which is attached as Exhibit A.

Carnes Property

In order to sell the manufactured home, we must first remove the home from the deed and convert it to personal property. Once the County completes this we can list the property for sale.

Office Remodel

Rogers Engineering will publish the remodel job soon for bids. Tom Rogers stated that there are a handful of contractors who are already interested.

GREEN AREA WATER & SANITARY AUTHORITY

RESOLUTION NO. 2025-04-01

ADOPTING PUBLIC CONTRACTING RULES AND PROCEDURES

WHEREAS, the Green Area Water & Sanitary Authority (“Authority”) is an Oregon local government entity formed pursuant to Oregon Revised Statutes (“ORS”) Chapter 450.600 to 450.645, and is subject to Oregon's public contracting laws; and

WHEREAS ORS 279A.070 provides that a local contracting agency may adopt its own rules of procedure for public contracting that:

- a) Specifically state that the Model Rules adopted by the Attorney General do not apply to the contracting agency; and
- b) Prescribe the rules of procedure the contracting agency will use for public contracts, which may include portions of the Model Rules adopted by the Attorney General.

THEREFORE, the Authority’s Board of Directors, acting as both the governing body of the Authority and as the Authority’s Local Contracting Review Board, hereby resolves as follows:

- 1. Except as otherwise provided herein, the Authority hereby adopts the Oregon Attorney General's Model Public Contracting Rules (“Model Rules”) as the contracting rules for the Authority, as such Model Rules now exist or are later modified.
- 2. The Authority adopts the public contracting rules described in Exhibit A, which is attached to this Resolution and incorporated herein by reference. The Rules described in Exhibit A shall be in addition to, and shall supersede any conflicting provisions in, the Model Rules.
- 3. Upon adoption, this resolution and the attached contracting rules shall be deemed to repeal and replace any earlier adopted public contracting rules and procedures in their entirety.
- 4. The Authority shall regularly review changes in the Public Contracting Code and the Model Rules to ensure that Exhibit A Rules are consistent with current law.

Approved and adopted by the Board of Directors on _____, 2025.

Board Chair

Attest:

Board Secretary

EXHIBIT A

PUBLIC CONTRACTING RULES AND PROCEDURES

A. Delegation.

1. Local Contract Review Board. Except as otherwise provided in these rules, the powers and duties of the Local Contract Review Board under Oregon's Public Contracting Code shall be exercised and performed by the Board of Directors.
2. Board Authority. Except as provided in these Rules, the Authority's Board of Directors shall, by majority vote, approve any contract entered into by the Authority. Contracts approved by the Board must be signed by the Board Chair or acting Board Chair.
3. Authority Manager's Authority¹. A public contract estimated to total less than \$ _____ in the aggregate may be approved by the Authority Manager without Board approval, as stated in the Authority's Financial Controls Policy.
4. Emergencies. Authority to act in an emergency is addressed in Section I of these Rules.

B. Personal Services (or "Professional Services").²

1. Definition. "Personal Services" shall be defined to include those services that require specialized technical, creative, professional or communication skills or talents, unique and specialized knowledge, or the exercise of discretionary judgment, and for which the quality of the service depends on attributes that are unique to the service provider. Such services shall include but are not limited to: architects; engineers; surveyors, attorneys; accountants; auditors; agent of record; computer programmers; artists; designers; and consultants.

The Board Chair or designee shall have the authority to determine whether a particular service is a "Personal Service" under this definition. To be eligible for contract awards under this Section, proposers must be evaluated as provided in Section H of these Rules.

2. Contracts for Personal Services Other than Architectural, Engineering, Surveying, and Photogrammetry Services and Related Services.³ All personal services contracts within

¹ If the board wants to delegate authority to approve contracts to someone else, it must do so in writing. This rule delegates that authority and leaves a blank for the board to decide how much authority to grant. If they don't want to delegate any authority and want all contracts to come back to the board for approval, this rule can be deleted.

² The Authority has latitude to determine the definition of "personal services" that will apply to the Authority. The Board should consider whether there are other professions it would like to include.

³ Architects, engineers, surveyors, and other construction-related professions get special treatment under Oregon law. Therefore, those types of personal services contracts are handled separately in these Rules (see next subsection). For personal services that are not in that category, the Authority can decide how to award these contracts. As stated, this rule allows all non-construction-related personal services to be awarded without bidding unless the board opts to use a different process. If the Board wants to follow different procedures, such as requiring competitive proposals for contracts over a certain dollar threshold, this rule can be amended.

this subsection may be awarded by direct appointment without competitive bidding, or by any other method approved by the Board. Any formal request for proposals must comply with the requirements of ORS 279B.060.

3. Contracts for Architectural, Engineering and Surveying, and Related Services.⁴

- a. A contract for Architectural, Engineering, Surveying, Photogrammetry, or Related Services may be entered into by direct appointment if such contract is estimated not to exceed \$100,000 in a calendar year or fiscal year; or if the project described in the contract consists of work that has been substantially described, planned or otherwise previously studied or rendered in an earlier contract with the consultant that was awarded under these Rules, and the new contract is a continuation of that project.
- b. Unless otherwise provided in this Section, contracts entered into under this Section shall be awarded according to the procedures for competitive proposals described in ORS 279B.060, ORS 279C.110, ORS 279C.120, and these Rules.
- c. All contracts for Architectural, Engineering, Surveying, Photogrammetry, or Related Services of \$100,000 or more shall be entered into using qualification-based selection (“QBS”), consistent with ORS 279C.110.
 - 1) The District may consider pricing proposals of three top-ranked consultants, provided the solicitation document states what factors will be used to evaluate proposals, including pricing information. The weight given to a price proposal may not exceed fifteen percent (15%) of the total score.
 - 2) Screening and selection procedures for contracts described in subsection 3.c. may include considering each candidate’s:
 - Specialized experience, capabilities and technical competence, which the candidate may demonstrate with the candidate’s proposed approach and methodology to meet the project requirements;
 - Resources committed to perform the work and the proportion of the time that the candidate’s staff would spend on the project, including time for specialized services, within the applicable time limits;
 - Record of past performance, including but not limited to price and cost data from previous projects, quality of work, ability to meet schedules, cost control and contract administration;

⁴ In comparison with other types of personal services, contracts for these construction-related personal services in excess of \$100,000 must follow bidding requirements in ORS 279C.110, including using qualification-based selection (QBS) processes.

- Ownership status and employment practices regarding disadvantaged business enterprises, minority-owned businesses, woman-owned businesses, businesses that service-disabled veterans own, emerging small businesses or historically underutilized businesses;
 - Availability to the project locale;
 - Familiarity with the project locale; and
 - Proposed project management techniques.
- 3) If the screening and selection procedures under this subsection result in a determination that two or more candidates are equally qualified, the District may select a candidate through any process that is not based on the candidate's pricing policies, proposals or other pricing information.
- d. As defined in ORS 279C.100(8), "Related Services" means Professional Services, other than Architectural, Engineering, Surveying, or Photogrammetry services, that are related to planning, designing, engineering or overseeing public improvement projects or components of public improvement projects, including but not limited to landscape architectural services, facilities planning services, energy planning services, space planning services, hazardous substances or hazardous waste or toxic substances testing services, cost estimating services, appraising services, material testing services, mechanical system balancing services, commissioning services, project management services, construction management services and owner's representation services or land-use planning services.
- 1) As authorized in ORS 279C.120 and these Rules, in the sole discretion of the Board the District may select consultants to perform Related Services in either of the following ways:
- a) In accordance with procedures for contracts for Architect, Engineer, Surveying, or Photogrammetry contracts under this Section; or
 - b) Regardless of the size of the contract, through a formal or informal process that considers price competition, price and performance evaluations, an evaluation of the capabilities of bidders to perform the needed Related Services or an evaluation of the capabilities of the bidders to perform the needed related services followed by negotiations between the parties on the price for those related services.

C. Small Procurements (Under \$25,000).⁵

⁵ Unless otherwise stated, a "procurement" under these Rules means a purchase of goods, or purchases of services that are not professional services. It does not include professional services or construction-related activities. Dollar amounts for small and intermediate procurements are established by statute. The Board can adopt lower limits but not higher ones. The limits stated in this rule are the statutory maximum.

1. Dollar Limit. Public contracts, including public improvement contracts, under \$25,000 in total, are not subject to competitive bidding requirements. The Board of Directors or designee shall make a reasonable effort to obtain competitive quotes to ensure the best value for the Authority.
2. Amending Small Procurement Contract. The Authority may amend a public contract awarded as a small procurement beyond the \$25,000 limit in accordance with OAR 137-047-0800, provided the cumulative amendments do not increase the total contract price to a sum greater than twenty-five percent (25%) of the original contract price.⁶

D. Intermediate Procurements.⁷

1. Goods and Services. A contract for procurement of goods, or for services which are not professional services, estimated to cost between \$25,000 and \$250,000 in a calendar year may be awarded according to the processes for intermediate procurements in ORS 279B.070.
2. Public Improvements. A contract for a public improvement that is estimated to cost between \$25,000 and \$100,000 in a calendar year may be awarded according to the processes for intermediate procurements described in ORS 279C.412.

Public improvement contracts advertised or awarded under this section still must comply with all statutory requirements, including those relating to the payment of prevailing wages if the contract will be for \$50,000 or more.

3. Written Bids. Whenever possible, specifications and bids should be in writing. If the proposed contract is expected to exceed \$25,000, both the specifications for the bid and the bids themselves must be in writing.

E. Public Improvements (Construction).⁸

1. Definition. “Public Improvement” means a project for construction, reconstruction, or major renovation on real property by or for the Authority. “Public improvement” does not include:

⁶ This is an optional rule that allows the Authority to still use this process if the projected cost of the contract exceeds the original price up to 25 percent of the original cost.

⁷ The intermediate procurement process refers to the process of obtaining at least three informal quotes rather than doing a formal bidding process. The dollar amounts for small and intermediate procurements are established by statute. The Board can lower limits but cannot exceed the limits provided in statute.

⁸ Requirements for public improvement contracts are lengthy and complex and are subject to change. Rather than reprint the statutory requirements here in their entirety, these rules refer to the appropriate statutory cities where more information can be obtained when needed.

- a. Projects for which no funds of the Authority are directly or indirectly used, except for participation that is incidental or related primarily to project design or inspection; or
 - b. Emergency work, minor alteration, ordinary repair, or maintenance necessary to preserve a public improvement. These types of contracts are awarded in the same manner as “procurements” (see Sections C, D, and F).
2. Contract Award. Except as provided in these Rules, all public improvement contracts shall be advertised and awarded according to the requirements of Oregon Revised Statutes chapter 279C.

F. Formal Contracting Procedures. Unless the Local Contract Review Board approves a special procurement or exemption pursuant to Section G of these Rules:

1. Goods and Services. A contract for procurement of goods, or of services that are not professional services, that exceeds the limits for an Intermediate Procurement must be awarded according to the processes in ORS chapter 279B.
2. Public Improvements. Public improvements estimated to cost more than \$100,000 in a calendar year or fiscal year must be awarded according to the processes in ORS chapter 279C.

G. Special Procurements and Exemptions.⁹

1. Goods and Services. The Local Contract Review Board may exempt from competitive bidding certain contracts or classes of contracts for procurement of goods and services according to the procedures for special procurements described in ORS 279B.085.
2. Public Improvements. The Local Contract Review Board may exempt certain contracts or classes of contracts for public improvements from competitive bidding according to the procedures described in ORS 279C.335. When exempting a public improvement from competitive bidding, the Local Contract Review Board may authorize the contract to be awarded using a Request for Proposal process for public improvements, according to the processes described in OAR 137-049-0640 through 137-049- 0690.

H. Methods for Awarding Contracts Using Requests for Proposals.¹⁰ In making an award using the request for proposal process in ORS 279B.060, the Authority may use any evaluation method determined to be most appropriate for the selection process, including, but

⁹ This process requires the Local Contract Review Board to adopt findings as required by statute to support the exemption. The board should seek legal advice before exercising this authority to be sure all statutory requirements are met.

¹⁰ This rule speaks to the Authority's authority to use either a traditional invitation to bid or a request for proposal, at its discretion. Statute requires the Authority's rules to address how it will evaluate responses to RFPs if it chooses that route.

limited to, the processes described in ORS 279B.060(7). The evaluation process(es) to be used shall be stated in the Request for Proposals.

I. Emergency Contracts.¹¹

1. Definition. “Emergency” shall be defined as follows: “Circumstances that (a) could not have reasonably been foreseen; (b) create a substantial risk of loss, damage, or interruption of services or a substantial threat to property, public health, welfare, or safety; and (c) require prompt execution of a contract to remedy the condition.”
2. Authority. The Board Chair, or in the absence of the Board Chair, the Authority Manager, shall have authority to determine when emergency conditions exist sufficient to warrant an emergency contract and shall so declare in writing. The nature of the emergency shall be documented in writing prior to executing the contract if feasible, or as soon as possible following execution of the contract.
3. Contract Award. Pursuant to ORS 279B.080, the Board Chair or Authority Manager may make, or authorize others to make, procurements of goods or services in an emergency, including dispensing with competitive bidding if time is of the essence. The method used for the selection of the contractor shall be documented in writing as soon as is practicable and made part of the Authority’s files.

J. Disposal of Surplus Property.¹²

1. Definition. “Surplus Property” is defined as any personal property of the Authority that has been determined by the Board as being of no use or value to the Authority.
2. Disposal. The Board or a designee named by the Board may dispose of surplus property in the manner that is, at the discretion of the Board or designee, deemed most advantageous to the Authority or the community at large.

K. Appeals of Prequalification and Debarment Decisions.¹³

¹¹ If the Authority wants to authorize someone to enter contracts in an emergency without competitive bidding, it must have a rule describing the emergency contracting authority. The rule proposed here is the "traditional" way this is handled, but the Board has discretion to modify the process if it chooses. If the Board adopts no emergency delegation rule, the Authority will be required to do a bidding process in an emergency, which may not be feasible.

¹² There is no statutory process for special districts to dispose of surplus property. Instead, statute requires districts either to obtain bids and sell to the highest bidder (i.e., a "reverse" competitive bidding process), or establish a rule for disposing of surplus property. The rule as proposed provides a definition of "surplus property" as well as a broad grant of authority to dispose of it in any appropriate manner. The Board may amend this rule to allow for any legally permissible process the board prefers.

¹³ For most special districts, prequalification and debarment procedures are unlikely to come up. However, if they do, the Local Contract Review Board is required to hold a hearing and follow the process set out in statute. This rule refers to the statutes that apply to procurements and public improvements, respectively.

1. Authority. The Local Contract Review Board shall hear all appeals of prequalification and debarment decisions made by the Authority.
2. Process. Review of the Authority's prequalification and debarment decisions shall be as set forth in ORS 279B.425 or ORS 279C.450, as appropriate.

L. Electronic Advertising.¹⁴ Pursuant to ORS 279C.360 and ORS 279B.055, electronic advertisement of public contracts in lieu of newspaper publication is authorized when it is cost-effective to do so. The Board shall determine when electronic publication is appropriate and consistent with the Authority's public contracting policies.

However, regardless of electronic or other advertisement, if a public improvement contract has an estimated cost of more than \$125,000, the advertisement must be published in at least one trade newspaper of general statewide circulation.

¹⁴ This rule is necessary if the Authority intends to advertise bids electronically, such as on its website, on something like Craigslist, or on a state procurement website, or another electronic medium. The \$125,000 requirement for public improvement contracts to be advertised in a trade journal is required by statute.

Green Area Water & Sanitary Authority
Customer Payment History - Summary

Sort Order : Payment Source
 From: 3/1/2025 Through: 3/31/2025

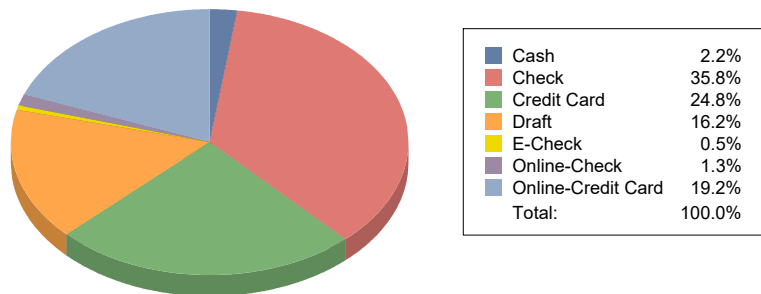
Payment Method	Quantity	Payment Amount
Cash	70	\$6,319.65
Check	1,146	\$117,373.93
Credit Card	794	\$65,857.44
Draft	519	\$47,173.68
E-Check	17	\$1,197.05
Online-Check	41	\$3,187.95
Online-Credit Card	616	\$49,474.22

Summary totals do not include reversed/transferred payments.

Service	Trans. Amount
Hydrant	\$(6,360.00)
Miscellaneous	\$(9,450.40)
Second Level Charge	\$(900.00)
Service Charge	\$(82,128.62)
Sewer	\$(127,741.06)
Sprinkler	\$(4,650.00)
Water	\$(59,353.84)
Totals	\$(290,583.92)

Payment Method	Quantity	Payment Amount
Payment Source		
Amount		
Autopay		
Credit Card		\$(42,447.93)
Draft		\$(47,173.68)
		\$(89,621.61)
Customer Portal		
Online-Check		\$(3,187.95)
Online-Credit Card		\$(49,474.22)
		\$(52,662.17)
IVR		
Credit Card		\$(3,748.78)
E-Check		\$(601.10)
		\$(4,349.88)
Lockbox		
Check		\$(105,981.13)
		\$(105,981.13)
Manual		
Cash		\$(6,319.65)
Check		\$(11,392.80)
Credit Card		\$(19,660.73)
E-Check		\$(595.95)
		\$(37,969.13)
Totals		\$(290,583.92)

Payment Breakdown



Green Area Water & Sanitary Authority Transaction List - Summary

Sort order: Customer No.

From: 3/1/2025 Through: 3/31/2025

Limited to :

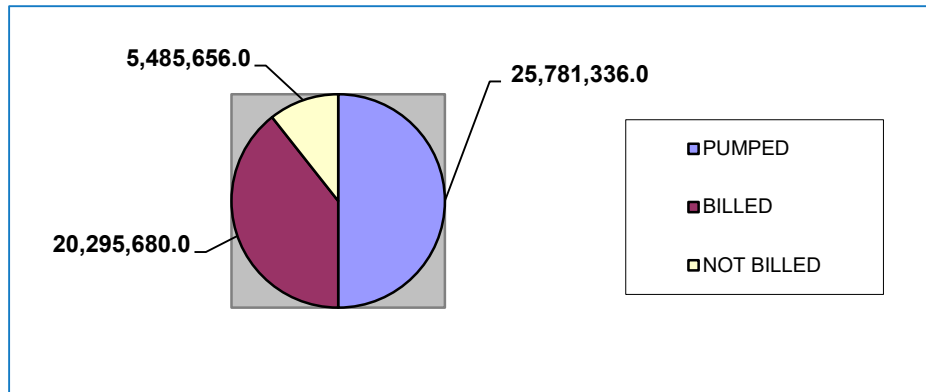
Transaction Types: Collection Write-Off, Interest, Misc Chrg., Penalty, Shutoff, Write-Off

Deposits Transaction Types:

Transaction Type	Applies To	Transaction Amount
Delinquency	Water Interest	\$80.00
	Water Penalty	\$2,690.00
	Service Charge Interest	\$1,020.00
	Service Charge Penalty	\$110.00
	Service Charge Shutoff	\$75.00
	Sewer Interest	\$80.00
	Sewer Penalty	\$150.00
		\$4,205.00
Misc Chrg.	Water (AF)	\$25.00
	Water (BWD)	\$50.00
	Water (DHF)	\$20.00
	Miscellaneous (BF)	\$600.00
	Miscellaneous (DHF)	\$20.00
	Service Charge (AF)	\$400.00
	Service Charge (BF)	\$75.00
	Sprinkler (MISC)	\$900.00
		\$2,090.00
Grand Total:		\$6,295.00

Gallons Consumed vs. Billed MARCH 2025

GALLONS PUMPED	GALLONS BILLED	PUMPED BUT NOT BILLED	WATER LOSS PERCENTAGE
25,781,336	20,295,680	5,485,656	21.28%



30 DAYS IN BILLING CYCLE: 2/11/25-3/10/25

Repairs, leaks, etc. rendering unverifiable consumption

2/26/2025 339 Corona Loop - repair service line

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%	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		
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:	5,519,807	16.19%

SANITARY OPERATIONS REPORT

April 10, 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

- Rain event on the 16th flood waters resulting in SSO.
 - SSO event reported to DEQ.
- Step system annual maintenance delayed, will reschedule for the end of April.
- Manhole inspections project 'B' Basin, complete.
- TV annual project.
 - The camera service truck had mechanical issues; it was down for 2 weeks.
 - 'B' Basin, flushing and CCTV, underway.
- Updating GIS and AutoCAD with lateral location changes 'B' Basin map updates, underway.
- Root control application scheduling for end of March, beginning of April.
- Douglas County leachate.
 - DC stopped delivering the morning of the flood and hauled to the plant.
 - DC started hauling back to Ingram with treated leachate at 10 AM on the 17th.
 - 240 loads were delivered to Ingram discharge site, deliveries are going well.

G4 and Pump Stations

- GAWSA Pump Stations ran well, with typical operation and maintenance.
- G4 Generator annual maintenance rescheduled April 10th, mechanic illness.
- Went out to bid on generator water system rebuild, pricing exceeded reasonable expectations.

Miscellaneous

- Helping water crew with some extra projects.

Lateral Inspections & GIS

- 6 Inspections.
 - 232 Jamie Loop, pending completion, New Installation, GIS update.
 - 155 Kermanshah, TV & GIS update.
 - 425 Corona Loop, TV & GIS update.
 - 4288 & 4274 Coronado, TV & GIS update.
 - 123 Sheffer, 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
3/1	7:08 AM	0.048	8.22	3/2	7:03 AM	0.048	8.22	3/3	6:40 AM	0.096	8.16
3/1	8:06 AM	0.048	8.18	3/2	7:58 AM	0.048	8.12	3/3	7:40 AM	0.096	8.03
3/1	9:06 AM	0.048	8.11	3/2	8:56 AM	0.048	8.06	3/3	8:40 AM	0.096	8.01
3/1	10:06 AM	0.048	8.08	3/2	9:55 AM	0.096	8.04	3/3	9:42 AM	0.041	8.01
3/1	11:06 AM	0.048	8.03	3/2	10:55 AM	0.096	8.04	3/3	10:49 AM	0.041	7.97
3/1	12:00 PM	0.048	7.99	3/2	11:53 AM	0.096	8.01	3/3	11:42 AM	0.041	7.96
3/1	1:05 PM	0.048	8.03	3/2	12:55 PM	0.096	8.03	3/3	12:41 PM	0.041	7.97
3/1	2:05 PM	0.048	8.06	3/2	1:53 PM	0.096	8.02	3/3	1:45 PM	0.041	7.98
3/1	3:03 PM	0.048	8.01	3/2	2:53 PM	0.096	8.04	3/3			
3/1	4:04 PM	0.048	8.01	3/2	3:50 PM	0.096	8.03				

Total Gallons: 55,000 10 Total Gallons: 55,000 10 Total Gallons: 44,000 8

Date	Pick up	mg/l	PH	Date	Pick up	mg/l	PH	Date	Pick up	mg/l	PH
3/4	6:40 AM	0.041	8.15	3/5	7:00 AM	0.096	8.23	3/6	7:07 AM	0.032	8.20
3/4	7:45 AM	0.041	8.08	3/5	8:01 AM	0.096	8.10	3/6	8:06 AM	0.032	8.12
3/4	8:44 AM	0.041	8.07	3/5	9:00 AM	0.096	8.08	3/6	9:06 AM	0.25	8.11
3/4	9:43 AM	0.096	8.01	3/5	10:03 AM	0.032	8.07	3/6	1:00 PM	0.25	7.99
3/4	10:42 AM	0.096	8.00	3/5	11:02 AM	0.032	8.02	3/6	2:00 PM	0.25	7.99
3/4	11:48 AM	0.096	8.02	3/5	12:03 PM	0.032	8.00				
3/4	12:39 PM	0.096	8.01	3/5	1:02 PM	0.032	8.00				
3/4	1:39 PM	0.096	8.00	3/5	2:02 PM	0.032	8.03				
3/4	2:43 PM	0.096	7.88								
3/4	3:38 PM	0.096	7.90								

Total Gallons: 55,000 10 Total Gallons: 44,000 8 Total Gallons: 27,500 5

Date	Pick up	mg/l	PH	Date	Pick up	mg/l	PH	Date	Pick up	mg/l	PH
3/7	11:04 AM	0.048	8.08	3/8	12:32 PM	0.059	8.08	3/9	7:00 AM	0.059	8.30
3/7	12:06 PM	0.048	8.00	3/8	1:33 PM	0.059		3/9	8:00 AM	0.059	8.16
3/7	1:04 PM	0.048	7.99	3/8	3:24 PM	0.059		3/9	9:06 AM	0.059	8.14
3/7	2:04 PM	0.048	8.02					3/9	10:22 AM	0.022	8.14
3/7	3:00 PM	0.048	8.03					3/9	11:30 AM	0.022	8.13
3/7	3:14 PM	0.048	7.88					3/9	12:40 PM	0.022	8.06
3/7	4:14 PM	0.048	7.96								

Total Gallons: 38,500 7 Total Gallons: 16,500 3 Total Gallons: 33,000 6

Date	Pick up	mg/l	PH	Date	Pick up	mg/l	PH	Date	Pick up	mg/l	PH
3/10	6:41 AM	0.022	8.31	3/11	6:42 AM	ND	8.35	3/12	8:39 AM	0.039	8.30
3/10	7:47 AM	0.022	8.18	3/11	7:42 AM	ND	8.25	3/12	9:50 AM	ND	8.18
3/10	8:44 AM	0.022	8.18	3/11	8:42 AM	ND	8.22	3/12	10:49 AM	ND	8.15
3/10	9:49 AM	ND	8.14	3/11	9:43 AM	0.039	8.18	3/12	11:53 AM	ND	8.12
3/10	10:47 AM	ND	8.09	3/11	10:50 AM	0.039	8.16	3/12	1:09 PM	ND	8.15
3/10	11:48 AM	ND	8.06	3/11	12:18 PM	0.039	8.14	3/12	2:50 PM	ND	8.15
								3/12	4:08 PM	ND	8.14

Total Gallons: 33,000 6 Total Gallons: 33,000 6 Total Gallons: 38,500 7

Date	Pick up	mg/l	PH	Date	Pick up	mg/l	PH	Date	Pick up	mg/l	PH
3/13	11:00 AM	0.057	8.20	3/14	7:05 AM	0.057	8.29	3/15	7:24 AM	0.028	8.29
3/13	11:31 AM	0.057	8.15	3/14	8:05 AM	0.057	8.16	3/15	8:35 AM	0.028	8.28
3/13	12:00 PM	0.057	8.11	3/14	9:02 AM	0.057	8.16	3/15	9:25 AM	0.03	8.20
3/13	12:37 PM	0.057	8.11	3/14	10:15 AM	0.028	8.19	3/15	10:28 AM	0.03	8.16
3/13	1:00 PM	0.057	8.13	3/14	11:24 AM	0.028	8.11	3/15	11:34 AM	0.03	8.11
3/13	1:36 PM	0.057	8.09	3/14	12:18 PM	0.028	8.05	3/15	12:37 PM	0.03	8.09

Leachate Load Tickets - Ingram

3/13	2:00 PM	0.057	8.06	3/14	1:17 PM	0.028	8.08	3/15	1:34 PM	0.03	8.17
				3/14	2:13 PM	0.028	8.07	3/15	4:30 PM	0.03	8.12
				3/14	2:41 PM	0.028	8.00	3/15	5:30 PM	0.03	8.02
				3/14	3:13 PM	0.028	8.11	3/15	6:40 PM	0.03	8.02
Total Gallons:	38,500		7	Total Gallons:	55,000		10	Total Gallons:	55,000		10
<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>
3/16	2:23 AM	0.03	8.17	3/17	10:02 AM	0.299	7.98	3/18	1:11 PM	0.087	7.81
				3/17	10:56 AM	0.299	7.89	3/18	2:21 PM	0.087	7.76
Flood, stopped receiving				3/17	11:52 AM	0.299	7.85	3/18	3:23 PM	0.087	7.67
				3/17	12:15 PM	0.299	7.83				
				3/17	1:02 PM	0.299	7.79				
				3/17	1:25 PM	0.299	7.78				
				3/17	2:03 PM	0.299	7.78				
Total Gallons:	5,500		1	Total Gallons:	38,500		7	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>
3/19	8:00 AM	0.087	7.94	3/20	9:15 AM	0.159	7.93	3/21	7:15 AM	0.175	8.03
3/19	8:56 AM	0.087	7.83	3/20	10:40 AM	0.175	7.90	3/21	8:30 AM	0.175	7.96
3/19	9:56 AM	0.159	7.81	3/20	12:30 PM	0.175	7.91	3/21	9:42 AM	0.053	7.94
3/19	10:50 AM	0.159	7.83	3/20	1:40 PM	0.175	7.90	3/21	10:00 AM	0.053	7.90
3/19	11:54 AM	0.159	7.81	3/20	2:40 PM	0.175	7.90	3/21	10:43 AM	0.053	7.89
3/19	12:50 PM	0.159	7.80	3/20	3:09 PM	0.175	7.88	3/21	11:00 AM	0.053	7.88
3/19	1:50 PM	0.159	7.72	3/20	3:40 PM	0.175	7.91	3/21	11:42 AM	0.053	7.88
3/19	2:02 PM	0.159	7.88	3/20	4:00 PM	0.175	7.92	3/21	12:30 PM	0.053	7.90
3/19	2:48 PM	0.159	7.77					3/21	3:30 PM	0.053	7.96
3/19	3:47 PM	0.159	7.76								
3/19	4:45 PM	0.159	7.80								
Total Gallons:	60,500		11	Total Gallons:	44,000		8	Total Gallons:	49,500		9
<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>
3/22	6:47 AM	0.053	8.12	3/23	6:55 AM	0.021	8.10	3/24	6:50 AM	0.019	8.17
3/22	8:04 AM	0.053	8.01	3/23	7:56 AM	0.021	7.98	3/24	8:17 AM	0.019	8.09
3/22	9:07 AM	0.053	7.98	3/23	8:54 AM	0.021	7.95	3/24	9:17 AM	0.019	8.07
3/22	10:11 AM	0.021	7.95	3/23	9:52 AM	0.019	7.94	3/24	10:16 AM	0.026	8.00
3/22	11:08 AM	0.021	7.95	3/23	10:51 AM	0.019	7.89	3/24	11:17 AM	0.026	7.90
3/22	12:10 PM	0.021	7.96	3/23	11:51 AM	0.019	7.79	3/24	12:17 PM	0.026	7.80
3/22	1:12 PM	0.021	7.95	3/23	12:48 PM	0.019	7.77	3/24	1:18 PM	0.026	7.72
3/22	2:08 PM	0.021	7.89	3/23	1:47 PM	0.019	7.75	3/24	2:18 PM	0.026	7.78
3/22	3:06 PM	0.021	7.90	3/23	2:50 PM	0.019	7.78				
3/22	4:03 PM	0.021	7.88	3/23	3:52 PM	0.019	7.86				
Total Gallons:	55,000		10	Total Gallons:	55,000		10	Total Gallons:	44,000		8
<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>
3/25	6:55 AM	0.026	8.32	3/26	8:00 AM	0.088	8.23	3/27	7:31 AM	0.061	8.26
3/25	8:53 AM	0.026	8.26	3/26	9:07 AM	0.088	8.21	3/27	8:31 AM	0.061	8.17
3/25	9:52 AM	0.088	8.21	3/26	10:08 AM	0.061	8.14	3/27	9:30 AM	0.42	8.14
3/25	10:51 AM	0.088	8.13	3/26	11:08 AM	0.061	8.08	3/27	10:34 AM	0.42	8.12
3/25	11:51 AM	0.088	8.10	3/26	12:04 PM	0.061	8.04	3/27	11:36 AM	0.42	8.11
3/25	12:50 PM	0.088	8.01	3/26	1:17 PM	0.061	7.98	3/27	12:35 PM	0.42	8.09
3/25	1:50 PM	0.088	7.96	3/26	2:00 PM	0.061	7.99	3/27	1:34 PM	0.42	8.07
3/25	2:51 PM	0.088	7.93	3/26	3:08 PM	0.061	8.05	3/27	2:32 PM	0.42	8.10
3/25	3:48 PM	0.088	7.90	3/26	4:06 PM	0.061	8.02	3/27	3:29 PM	0.42	8.13
Total Gallons:	49,500		9	Total Gallons:	49,500		9	Total Gallons:	49,500		9

Leachate Load Tickets - Ingram

<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>
3/28	7:22 AM	0.42	8.28	3/29	7:02 AM	0.033	8.29	3/30	6:43 AM	0.32	8.26
3/28	8:26 AM	0.42	8.14	3/29	8:02 AM	0.033	8.18	3/30	7:44 AM	0.32	8.19
3/28	9:17 AM	0.42	8.14	3/29	9:05 AM	0.033	8.15	3/30	8:51 AM	0.32	8.18
3/28	10:15 AM	0.033	8.11	3/29	10:00 AM	0.32	8.11	3/30	9:56 AM	0.4	8.21
3/28	11:13 AM	0.033	8.11	3/29	10:56 AM	0.32	8.06	3/30	11:05 AM	0.4	8.18
3/28	12:13 PM	0.033	8.17	3/29	11:52 AM	0.32	8.05	3/30	12:07 PM	0.4	8.17
3/28	1:15 PM	0.033	8.12	3/29	12:46 PM	0.32	8.02	3/30	1:12 PM	0.4	8.15
3/28	2:13 PM	0.033	8.11	3/29	1:53 PM	0.32	7.99	3/30	2:20 PM	0.4	8.11
3/28	3:09 PM	0.033	8.03	3/29	2:47 PM	0.32	7.99				
3/28	4:05 PM	0.033	8.14								

Total Gallons: 55,000 10 Total Gallons: 49,500 9 Total Gallons: 44,000 8

<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>
3/31	7:00 AM	0.4	8.30								
3/31	7:55 AM	0.4	8.17								
3/31	8:50 AM	0.4	8.15								
3/31	9:53 AM	0.032	8.15								
3/31	10:53 AM	0.032	8.12								
3/31	11:52 AM	0.032	8.14								

Total Gallons: 33,000 6 Total Gallons: 0 0 Total Gallons: 0 0

TOTAL TICKETS: 240

TOTAL GALLONS/MONTH: 1,320,000
\$8,580

Green Area Water & Sanitary Authority

Superintendents Report

April 2025

The ODOT project from Exit 119 to Lookingglass Creek, is moving along. We will be working with the contractor, as necessary.

We have fully populated the membranes in the treatment plant. This brings our capacity to 4 MGD. The crew did a great job of working together, to make this go extremely smooth.

As mentioned last month, We've been approached by someone working on the County's behalf, regarding water availability for a service for the Dump's treatment facility. There has been some follow up, from someone at the County. I expect they are going to try and go forward with this sooner, rather than later.

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

We continue to work on our annual valve maintenance program. We will then take care of the hydrant valves, in anticipation of flushing the hydrants and the rest of the distribution system.

We are currently working with GovDeals, regarding the auctioning of some surplus items.

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

Thanks Alan

Winston- Green WWTF Monthly Numbers

March 2025

General

1.) Plant Flow (MG)	<u>2025</u>		<u>2024</u>	
<i>Winston</i>	47.88	56%	49.48	58%
<i>Green</i>	37.97	44%	36.02	42%
<i>Rainfall</i>	8.36		5.43	

2.) Leachate

WWTF:	434,500	2,018,500
Ingram:	1,292,500	
Total:	1,727,000	2,018,500

3.) Bio-Solids

*Storing solids

*Biosolids being stored in Secondary # 2 became contaminated during the floods and will need to be Digested again during the summer

Monthly Notes

- Mixing Pump # 1 Check valve failure
 - The shaft that the swing check rotates on has split into 2. Staff are looking into getting replacement parts ordered
- Influent Pump # 2 Pump base has broken free from its holds. This has now allowed the pump to rock back and forth causing severe vibrations in the pump itself.
 - Staff has secured the pump base using heavy duty brackets attached with epoxied lag bolts
- Return Activated Sludge Pump (RAS) # 3 motor bearing failure
 - Motor removed and taken to HPS in Roseburg to be rebuilt
 - Pump is now back in service
- RAS Pump # 2 Human Interface Module (HIM) failure causing lose of communication and a call out to staff after hours. A new HIM has been ordered and will hopefully be covered by warranty.
- Water Recirculation pump on Boiler 1 had a bearing failure and destroying the motor. A entire replacement pump (Motor, Bearing Housing, Pump) were ordered and installed.
- Bateson Onsite installing Blower # 4. Currenting the blower is in place and plumbed into the system. The electrical conduit have been ran and wire pulled. The electricians are waiting for a new breaker to arrive and then staff will get with TAG to have the new blower hooked up to the PLC and programming done. We still have

several months before this unit will be running due to scheduling issues with a startup date with Aerzen the blower manufacture.

- The Plant was put in “Self Preservation Mode” on 3-15-25 in preparation for the rain. During the rain event the plant saw a peak flow of approximately 12.5 mgd. Normal winter flows are 2.2 ish mgd. Unfortunately, the facility did have a spill of an estimated 72,000 gallons inside the facility itself. This spill happened at the plants headworks and was caused by the high flows. Staff is going to address this low spot in the headworks structure this summer to hopefully prevent this as an overflow point.
- PLC Replacement
 - This massive project started on 3-24-25 and for the most part finished up on 3-29-25.
 - During this time there was zero automation to the facility and staff manned in 24:7.
 - I am happy to report that there were no process upsets during this period

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

March 2025

SYSTEM CLASSIFICATION: IV PERMIT # 100554
 COUNTY: DOUGLAS

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	ECOLI COL	BIOSOLIDS		RAIN FALL inches
																		LAND gallons	DRYING BEDS gallons	
1	2.453	7.2				7.4	13.5							0.04	656	43.8				0.22
2	2.673	7.3				7.4	13.5							0.04	677	45.2	70.0			0.11
3	2.317	7.3	287	203	7.75	7.2	13.6	24.8	91%	479	6.0	97%	116	0.05	644	43.0	128.1			0.05
4	2.307	7.3				7.4	13.8							0.04	643	42.9				0.06
5	2.154	7.3	300	242	11.80	7.2	13.8	13.6	95%	244	5.2	98%	93	0.06	630	42.0				
6	1.950	7.4				7.3	13.8							0.04	612	40.8				
7	1.864	7.2	310	296		7.2	14.0	14.4	95%	224	6.4	98%	99	0.06	604	40.3				
8	1.705	7.4				7.5	14.2							0.04	572	38.2				
9	1.667	7.3				7.4	14.2							0.04	568	37.9	4.1			
10	1.644	7.2	423	335	7.42	7.3	14.6	27.4	94%	376	6.8	98%	93	0.04	584	39.0	7.5			
11	1.571	7.5				7.4	14.4							0.06	578	38.6				
12	2.449	7.4	349	306	7.86	7.2	14.2	26.6	92%	543	6.2	98%	127	0.08	656	43.8				0.87
13	2.983	7.3				7.2	13.7							0.05	704	47.0				0.20
14	4.030	7.3	245	207		7.0	13.4	25.1	90%	844	8.4	96%	282	0.04	797	53.2				0.72
15	6.200	7.2				7.0	13.4							0.05	1013	67.6				0.83
16	9.939	7.1				7.1	11.9							0.05	1075	71.7				3.37
17	7.135	7.1				7.0	12.3							0.04	1079	72.0				0.14
18	4.915	7.3				7.2	12.6							0.06	1046	69.8				0.04
19	4.016	7.2				7.2	12.8							0.09	974	65.0	5.2			0.03
20	3.270	7.1	125	101	7.43	7.2	13.0	12.6	90%	344	11.8	88%	322	0.09	758	50.6	8.6			0.06
21	3.137	7.4	119	101	0.35	7.2	13.4	8.9	93%	233	5.2	95%	136	0.04	719	48.0				0.12
22	3.430	7.2				7.1	13.4							0.08	745	49.7				0.19
23	3.021	7.2	223	173	0.93	7.0	13.9	5.0	98%	126	4.4	97%	111	0.05	708	47.2	15.8			0.01
24	2.577	7.2	266	169	4.30	7.1	14.2	5.6	98%	120	4.4	97%	95	0.04	744	49.6	18.7			
25	2.671	7.2				7.2	14.4							0.07	744	49.6				0.01
26	2.454	7.2				7.3	14.7							0.04	744	49.6				
27	2.376	7.3				7.3	14.4							0.09	744	49.6				0.31
28	2.728	7.2				7.1	14.3							0.01	744	49.6				0.07
29	2.492	7.3				7.3	14.7							0.06	744	49.6				0.01
30	3.477	7.3				7.3	14.5							0.09	744	49.6	<1			0.62
31	3.713	7.2				7.3	14.1							0.05	620	41.4				0.32
TOT	99.318									3,533			1,474		22,870	1525.89				8.36
MAX	9.939	7.5	423	335	11.80	7.5	14.7	27.4	98%	844	11.8	98%	322	0.09	1079	71.99	128.1			3.37
MIN	1.571	7.1	119	101	0.35	7.0	11.9	5.0	90%	120	4.4	88%	93	0.01	568	37.90	<1			0.01
AVG	3.204	7.3	265	213	5.98	7.2	13.8	16.4	94%	353	6.5	96%	147	0.05	738	49.22	11.48		0.38	0.38

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

Leachate Load Tickets -

Date	Pickup	mg/l	PH	Date	Pickup	mg/l	PH	Date	Pickup	mg/l	PH
3/14	10:00 AM	250	8.16	3/15	7:35 AM	192	8.23	3/16	3:28 AM	0.03	8.11
				3/15	8:55 AM	192	8.19	3/16	4:28 AM	192	8.14
				3/15	10:00 AM	192	8.14	3/16	6:26 AM	192	8.21
				3/15	12:57 PM	192	8.08	3/16	6:30 AM	90	8.11
				3/15	2:00 PM	192	8.08	3/16	7:10 AM	90	8.23
				3/15	2:40 PM	192	8.17	3/16	7:40 AM	192	8.22
				3/15	3:00 PM	192	8.19	3/16	8:30 AM	90	8.24
				3/15	3:43 PM	192	8.19	3/16	8:50 AM	90	8.25
								3/16	10:00 AM	90	8.28
Total Gallons:		5,500	1	Total Gallons:		44,000	8	Total Gallons:		49,500	9
Date	Pickup	mg/l	PH	Date	Pickup	mg/l	PH	Date	Pickup	mg/l	PH
3/16	10:21 AM	90	8.26	3/16	3:25 PM	90	8.23	3/17	12:30 AM	90	8.20
3/16	11:00 AM	90	8.26	3/16	4:09 PM	90	8.24	3/17	12:59 AM	90	8.14
3/16	11:15 AM	90	8.26	3/16	4:30 PM	90	8.22	3/17	1:57 AM	90	8.14
3/16	11:38 AM	90	8.25	3/16	4:45 PM	90	8.19	3/17	2:52 AM		
3/16	12:10 PM	90	8.28	3/16	6:45 PM	90	8.21	3/17	3:52 AM		8.10
3/16	1:00 PM	90	8.28	3/16	6:51 PM	90	8.20	3/17	4:35 AM	90	8.10
3/16	1:19 PM	90	8.28	3/16	8:30 PM	90	8.20	3/17	4:55 AM		8.07
3/16	2:00 PM	90	8.29	3/16	9:30 PM	90	8.20	3/17	5:30 AM	102	8.05
3/16	2:00 PM	90	8.24	3/16	11:30 PM	90	8.20	3/17	6:35 AM	102	8.05
3/16	2:42 PM	90	8.26	3/16	11:58 PM	90	8.15	3/17	8:32 AM	102	8.06
3/16	3:15 PM	90	8.26					3/17	8:43 AM	102	8.03
Total Gallons:		60,500	11	Total Gallons:		55,000	10	Total Gallons:		44,000	8
Date	Pickup	mg/l	PH	Date	Pickup	mg/l	PH	Date	Pickup	mg/l	PH
3/17	9:48 AM	102	8.02	3/17	11:08 PM	102	7.98	3/18	12:18 AM	102	7.95
3/17	2:32 PM	102	7.82	3/17	11:43 PM	102	7.96	3/18	1:12 AM	102	7.95
3/17	3:08 PM	102	8.00					3/18	2:02 AM	102	7.94
3/17	3:44 PM	102	7.95					3/18	2:20 AM	102	7.93
3/17	5:23 PM	102	8.03					3/18	3:15 AM	102	7.92
3/17	6:17 PM	102	7.93					3/18	3:44 AM	102	7.92
3/17	6:33 PM	102	7.97					3/18	4:20 AM	102	7.91
3/17	7:51 PM	102	7.99					3/18	4:49 AM	102	7.91
3/17	8:24 PM	102						3/18	5:23 AM	102	7.91
3/17	8:57 PM	102	7.99					3/18	5:53 AM	102	7.90
3/17	9:30 PM	102	7.99					3/18	7:05 AM	117	7.88
3/17	10:01 PM	102	7.98					3/18	7:28 AM	117	7.88
3/17	10:38 PM	102	7.98					3/18	8:29 AM	117	7.88
Total Gallons:		71,500	13	Total Gallons:		11,000	2	Total Gallons:		71,500	13
Date	Pickup	mg/l	PH	Date	Pickup	mg/l	PH	Date	Pickup	mg/l	PH
3/18	8:59 AM	117	7.86								
3/18	10:04 AM	117	7.85								
3/18	11:04 AM	117	7.83								
3/18	12:03 PM	117	7.79								

Leachate Load Tickets -

Total Gallons:	22,000					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>

Total Gallons:	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>

Total Gallons:	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>

Total Gallons:	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>

Total Gallons:	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>

Total Gallons:	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>

Total Gallons:	0					Total Gallons:	0	0		Total Gallons:	0	0
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TOTAL TICKETS: 79

Leachate Load Tickets -

TOTAL GALLONS/MONTH: 434,500

\$8,690