



Roseburg Urban Sanitary Authority
1297 N.E. Grandview Drive
Roseburg, OR 97470

**MINUTES OF THE REGULAR BOARD MEETING
OF THE BOARD OF DIRECTORS OF
ROSEBURG URBAN SANITARY AUTHORITY**

Board Chair, John Dunn, called the regular monthly Board Meeting to order at 4:00 p.m. on June 13, 2018 at 1297 N.E. Grandview Drive.

ROLL CALL

Directors

Present: Board Chair John Dunn, Jerry Griese and David Campos
Absent: Vice Chair Rob Lieberman and Kelsey Wood

Others present: General Manager Jim Baird, Collection System Superintendent Steve Lusch, Supervising Engineering Tech III Ryon Kershner, Accounting Specialist Angela Allen, Finance Director Christine Morris and CH2M Project Manager Jade Mecham, Ron Thames.

Consideration of the minutes of the Regular Monthly Board Meeting of Wednesday, May 9, 2018.

David Campos moved to approve the minutes, as presented, for the Wednesday, May 9th, 2018 Roseburg Urban Sanitary Authority Regular Monthly Meeting.
Jerry Griese seconded the motion.
The motion passed unanimously.

Public Hearing – Fiscal Year 2018-2019 Budget

There were no comments from the public regarding the Fiscal Year 2018-2019 Budget.

Resolution No. 18-02 Adopting the 2018-2019 Budget and Making Appropriations

Resolution No. 18-02 was presented to the Board.

David Campos moved to approve Resolution No. 18-02 Adopting the 2018-2019 Budget and Making Appropriations.
Jerry Griese seconded the motion.
The motion passed unanimously.

General Managers Report

Back Nine Sanitary Sewer Extension Phase I

The contractor is working on completing the pump station site work, the sewer and force main are done and the electrical is nearing completion. Staff and the Back Nine Development Group are working on a development agreement to finalize the outstanding issues so that the subdivision plat can be finalized. Coke would like to be able to start on the construction of their new site, so in an effort to help that along we will likely use an agreement similar to what the County uses to ensure that the subdivision work is completed.

NW Black Avenue Sanitary Sewer Replacement Project

The contractor, Cradar Enterprises, has started work on the project. The sanitary sewer is under construction and is about 80% complete. The main is in on Black Avenue and now they are working on the side streets.

Downtown Improvements Phase II

The Contractor, Brown Construction started work on the project in May. The sanitary sewer has been completed and is ready for testing and the old connections to be capped. This project cleaned up some I & I as well as some non-conforming lines.

Garden Valley Blvd Sewer Replacement Project

The Contractor, Cradar Enterprises, was given the notice of award on May 18, 2018. The Contractor is gathering the required bonds, insurance binders, etc. Once the documents are received, RUSA will sign the contract and a pre-construction meeting will be scheduled.

We have started to negotiate the change order to add the building sewer that services Los Dos Amigos Fiesta Restaurant to the contract. We are also working on an alternative with Roto-Rooter to pipe burst, but haven't received the pricing.

Winchester Pump Station Force Main Replacement Project

Douglas County has suspended the design work until an agreement can be reached with the City for jurisdiction of the road after construction. i.e. Engineering is continuing the design work on the force main if the County and City reach an agreement and the project work is approved to start again. Jim had heard a report that the City gave the City Manager, Lance Colley, approval to negotiate the agreement.

Loma Vista Pump Station Study

i.e. Engineering is working on the study. This is fill-in work for them since we are not in a rush, so it could take some time before we receive their findings.

Natural Treatment Facility Improvement

As part of the annual Farm Operation Plan submitted to the DEQ, RUSA outlines improvements that we will be doing at the facility during the next year. One of the ongoing improvements that we have been doing is to construct berms to control the overland flow to minimize the migration of silt to Sylman Creek. The Collection Crew has been working on this project over the last month and completed most of the work in area 1-L.

The electric motor on the high-level pump has failed. This motor is past the warranty period. John thought that we had purchased an extended warranty, Jade had called the manufacturer and inquired about an extended warranty, but they did not have it in their records. Jim and Jade will look into the original contract to see if that information is in there to provide to the manufacturer, since everything was purchased by Knife River through United Pipe, which is no longer in business.

Quotes were received to repair the motor and due to a time constraint and shipping costs, HPS Electric was the low bid and they are working on the motor at this time.

Jade is currently looking for some alternative methods to run the pumps in the event we have a motor failure in the future. This could include testing them in April, but this will have to be cleared through DEQ since it is outside the current permit parameters.

Wastewater Treatment Plant Underground Fuel Tanks

When our insurance agent, Brown and Brown Northwest, was soliciting insurance companies for coverage for the three underground fuel storage tanks there was only one company that would issue a policy. The cost for coverage increased \$8,522.43 to \$10,642.95 for a one-year policy. Our agent informed us that the specific coverage for our type of tanks may not be available in the future.

We solicited bids from companies licensed to remove the tanks and the low bid was from First Strike Environmental Co. in the amount of \$21,490. We have issued First Strike Environmental a purchase order to remove the tanks, however, any contaminated soil removal and testing costs will be added to the bid amount. The work will be completed this summer.

CH2M Report

Jade Mecham, Project Manager, advised that the NTS is receiving effluent and biosolids are being applied on approved sites.

ACWA went on a tour after their board meeting that was held at the RUSA Office.

FOG efforts are on-going.

Accounts Payable

The Board reviewed the Accounts Payable Report and Addendum for the June 13th, 2018 Accounts Payable. There was a short discussion regarding some line items.

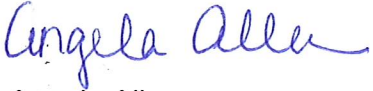
David Campos made a motion to approve the Accounts Payable and Addendum as presented. Jerry Griese seconded the motion. The motion passed unanimously.

Other Business

Jim Baird made a request to the Board to contribute to a retirement gift for Dean Ronk. The Board decided that no more than \$500.00 shall be spent towards a retirement gift.

There being no further business to come before the Board, the meeting was adjourned at 4:38 p.m.

Respectfully submitted,



Angela Allen
Accounting Specialist