



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 4:03 p.m. on August 15, 2018 at 1297 N.E. Grandview Drive.

ROLL CALL

Directors

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

Absent: Kelsey Wood

Others present: General Manager Jim Baird, Supervising Engineering Tech III Ryon Kershner, Office Assistant Harmony Economou and CH2M Chief Plant Operator Randy Turner.

Consideration of the minutes of the Regular Monthly Board Meeting of Wednesday, July 11, 2018.

Rob Lieberman moved to approve the minutes, as presented, for the Wednesday, July 11th, 2018 Roseburg Urban Sanitary Authority Regular Monthly Meeting.

David Campos seconded the motion.

The motion passed unanimously.

General Mangers Report

Back Nine Sanitary Sewer Extension Phase I

The start-up and commissioning of the pump station is complete. The site work has been completed and a portable generator has been moved to the site. Jacobs staff will be exercising the pumps until the pump station receives sewer flow.

The Developer has entered into an agreement with Douglas County to secure the outstanding development improvements. The developer has provided a letter of irrevocable credit for the installation of the power for the pump station. RUSA has been given a letter of irrevocable credit for the paving of the driveway to the pump station. With these securities in place, RUSA was able to accept the sanitary sewer improvements allowing the County to finalize the subdivision plat.

NW Black Avenue Sanitary Sewer Replacement Project

The contractor, Cradar Enterprises, has started work on the project. The sanitary sewer construction is 95% complete, the remaining work will take place when the road is paved.

Downtown Improvements Phase II

The Contractor, Brown Construction, has completed the sanitary sewer construction.

Garden Valley Blvd Sewer Replacement Project

The contractor, Cradar Enterprises, has completed all the work on the Garden Valley Blvd. Sewer Replacement Project. The Engineer, i.e. Engineering, has reviewed all the inspection reports and conducted a final walk through with RUSA and the City. The Engineer has signed off on the project as completed.

RUSA has received a letter from the Project Engineer approving the payment of Pay Request #1 in the amount of \$126,735.22.

Staff recommended that the Board approve Pay Request #1 in the amount of \$126,735.22.

Rob Lieberman made a motion to approve Pay Request #1 in the amount of \$126,735.22.

Jerry Griese seconded the motion.

The motion passed unanimously.

The Contractor has requested the release of the retainage for this project. RUSA received a release of all liens from Cradar Enterprises. The City of Roseburg has completed a final inspection and walk through of the project and closed the "Work To Do Construction Or Utility Work Within The Right-Of-Way" permit as complete.

Staff recommended that the Board approve the release of retainage request in the amount of \$6,670.28.

Jerry Griese made a motion to approve the release of retainage in the amount of \$6,670.28.

David Campos seconded the motion.

The motion passed unanimously.

Winchester Pump Station Force Main Replacement Project

Douglas County has re-started the design work since an agreement has been reached with the City for jurisdiction of the road after construction. i.e. Engineering is continuing the design work on the force main.

Loma Vista Pump Station Study

i.e. Engineering is working on the study. The project engineer will be providing RUSA a report on the possible relocation and upgrade of the Loma Vista Pump Station.

Wastewater Treatment Plant Fuel Tank Removal

The Contractor, First Strike, has completed the removal and fill of the underground storage tanks. There was some contaminated soil discovered around the storage tanks. A small amount

of soil that was contaminated was found below the fuel pumps. The soil was removed and treated according to the Department of Environmental Quality requirements.

Staff Recognition

The Certification Commission for Environmental Professionals of the Association of Boards of Certification confirms Steve Lusch, the Collection System Superintendent, has fulfilled prescribed standards, passed rigorous examination, pledged to uphold the Professional Operators Code of Conduct, and committed to ongoing professional development in the practice of Wastewater Collection operations. Recognizing the requirements for Professional Operator Wastewater Collection Class IV certification and designation have been satisfied, Steve has been issued the certification of Professional Operator (PO) Class IV.

The Certification Commission for Environmental Professionals is a National Organization committed to protecting health and the environment through certification and professional designation of water industry operators.

The Board would like to acknowledge this accomplishment during the September Board Meeting.

CH2M Report

Randy Turner, Chief Plant Operator, reported that the plant operated well during the month of July and was within the compliance limits stipulated in the permit. Randy advised that the NTS is continuing to receive effluent and running as expected.

Five businesses with grease interceptors were inspected and all of them were operating fine except for Albertson's. Albertson's will increase the pumping frequency from every four months to a three-month cycle.

There was a brief discussion regarding a biosolids site.

Accounts Payable

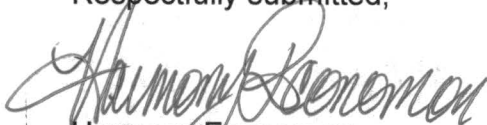
The Board reviewed the Accounts Payable Report and Addendum for the August 15, 2018 Accounts Payable. There was a short discussion regarding the details of some line items.

Rob Lieberman made a motion to approve the Accounts Payable and Addendum as presented. David Campos seconded the motion.

The motion passed unanimously.

There being no further business to come before the Board, the meeting was adjourned at 4:52 p.m.

Respectfully submitted,



Harmony Economou
Office Assistant