



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 4:01 p.m. on November 13, 2019 at 1297 N.E. Grandview Drive.

ROLL CALL

Directors

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

Absent:

Others present: General Manager Jim Baird, Finance Director Christine Morris, Office Assistant Harmony Williams, Engineering Tech III Ryon Kershner, Collections Superintendent Steve Lusch and Jacobs Project Manager Jade Mecham.

Consideration of the minutes of the Regular Monthly Board Meeting of Wednesday, October 9, 2019.

Jerry Griese moved to approve the minutes for the Wednesday, October 9, 2019 Roseburg Urban Sanitary Authority Regular Monthly Meeting.
Kelsey Wood seconded the motion.
The motion passed unanimously.

Contract for Engineering Services - Hooker Road Rehab Project

Staff reviewed the pipe line condition information and selected a series of sanitary sewer main lines that need rehabilitation or replacement. The pipe lines are located in the Hooker Road area and are showing significant degradation due to the hydrogen sulfide that has off gassed as a result of the discharge from the Winchester pump station force main.

Staff has been working with Rob Lee, PE of Murraysmith to develop next year's collection system project. Staff presented the Board with a proposal that reflected the agreed to design effort and associated costs for the design. The "not to exceed" amount is \$86,988. Staff would recommended that the Board direct the General Manager to enter into a personal services agreement for the design services for the project.

Kelsey Wood made a motion to allow staff to move forward with the contract for engineering service between RUSA and Murraysmith.
Rob Lieberman seconded the motion.
The motion passed unanimously.

General Managers Report

Winchester Pump Station Force Main Replacement Project

The Contractor installed the meter vault and valve vault adjacent the pump station. The contractor is continuing to install the dual force main.

The Contractor has completed approximately 25% of the sanitary sewer work. The project completion is estimated to be in December 2019.

Douglas County Landfill Leachate

Staff is waiting for the results from the lab on the leachate. Once we can understand the level of the constituents of concern we will discuss with the County and the Project Engineer the potential pretreatment requirements.

FEMA Application for Damage Claimed Disaster Relief

Staff is in the process of providing FEMA with a completed application and supporting documents for RUSA's claim. Staff is having weekly meetings with the FEMA project manager for RUSA.

Watson Street Mainline Replacement

RUSA is replacing the sanitary sewer mainline on Watson Street. We are doing the project as an in-house project. The project consists of approximately 290 feet of new 8" sewer and one new manhole. As part of the project we are connecting the existing private building sewers to the new mainline. The project is approximately 95% complete.

Bio Solids Building Expansion Project

The contractor is approximately 56% complete on the project. The site grading, concrete floor and walls have been completed.

The contractor has submitted the first pay request in the amount of \$163,571.29 with 5% retainage withheld for \$8,164.71. The total request for this pay request is \$155,129.53. The project Engineer and staff have reviewed the documentation and would recommend that the Board approve payment of pay estimate #1 in the amount of \$155,129.53.

Kelsey Wood made a motion to approve the first pay request in the amount of \$155,129.53.

David Campos seconded the motion.

The motion passed unanimously.

CH2M Report

Jade Mecham reported the treatment facility averaged 99% CBOD removal and 97% Total Suspended Solids removal during September. The total Effluent flow was 82.27 million gallons, all of which went to the NTS.

Accounts Payable

The Board reviewed the Accounts Payable Report and Addendum for the November 13, 2019 Accounts Payable.

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

Other Business

None.

Respectfully submitted,



Harmony Williams
Office Assistant