



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 March 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, Collection System Superintendent Steve Lusch, Engineering Technician III Ryon Kershner and CH2M Project Manager Jade Mecham.

Consideration of the minutes of the Regular Monthly Board Meeting of Wednesday, February 13, 2019.

Rob Lieberman moved to approve the amended minutes, for the Wednesday, February 13, 2019 Roseburg Urban Sanitary Authority Regular Monthly Meeting.
David Campos seconded the motion.
The motion passed unanimously.

Cooperative Improvement Agreement – Amendment No. 1

Amendment No. 1 to the Cooperative Improvement Agreement regarding Old Highway 99N was presented by Staff. The Amendment replaces Section 5 of the Cooperative Improvement Agreement between RUSA and Douglas County.

Jerry Griese made a motion to approve Amendment No. 1 to the Cooperative Improvement Agreement between RUSA and Douglas County.
Rob Lieberman seconded the motion.
The motion passed unanimously.

Intergovernmental Agreement

The City of Roseburg plans to obtain aerial and orthoimagery services from GeoTerra. As the service area of the City and RUSA are similar, RUSA desires to collaborate with the City for these services.

Staff presented Intergovernmental Agreement Aerial Mapping Services between the City of Roseburg and RUSA.

Rob Lieberman made a motion to approve the Intergovernmental Agreement between the City of Roseburg and RUSA.

David Campos seconded the motion.

The motion passed unanimously.

Contract Review Board – Recess Regular Board Meeting

At 4:12 p.m. Board Chair called to order the RUSA Local Contract Review Board. The Local Contract Review Board reviewed the written findings of the Sole Source procurement.

The regular Board Meeting recommenced at 4:26 p.m.

Kelsey Wood made a motion to award the Biosolids Cake Facility expansion as a Sole Source procurement to Huber Technology.

Rob Lieberman seconded the motion.

The motion passed unanimously.

General Managers Report

Back Nine Sanitary Sewer Extension Phase I

Utility power is still pending Pacific Power installation.

NW Black Avenue Sanitary Sewer Replacement Project

The Engineer's test reports, letter of certification of completion and as-built drawings have been received. The project in the one-year warranty period.

Downtown Improvements Phase II

The Engineer's test reports, letter of certification of completion and as-built drawings have been received. The project in the one-year warranty period.

Winchester Pump Station Force Main Replacement Project

The project bidding period has closed. R&G Excavating was the apparent low bidder. RUSA's share is \$ 2,334,778.

Loma Vista Pump Station Study

i.e. Engineering is working on the study. The draft study is scheduled to be completed by the end of March.

Wastewater Treatment Plant Fuel Tank Removal

We have provided the DEQ the addition requested documentation. Nancy Sawka, Cleanup Project Manager, has stated that she is writing up the No Further Action Required letter for internal review and finalization.

Winter Storm Damage Update

Due to the severe winter weather we experience in Roseburg the following power outages and system failures occurred:

WWTP – Utility power was out from Sunday night until Tuesday morning. We operated the plant on the backup generators during the outage. Due to the extended time without power and inability of our fuel supplier to reach the plant the Jacobs personnel as well as RUSA staff shuttled diesel to supply the generator. Due to the large amount of fuel required and multiple locations requiring fuel RUSA enlisted Basco Logging to assist in the effort.

Loma Vista Pump Station – Utility power was out from Sunday until Wednesday. We rented a portable generator to provide power for the station.

Highland Pump Station – Utility power was out from Sunday until Wednesday. Highland Pump Station utilized the backup generator onsite until power was restored.

Winchester Pump Station – Utility power was out from Sunday until Wednesday. Winchester Pump Station utilized the backup generator on site until power was restored.

North Bank Pump Station – Access to the site was hazardous on Sunday night. Jacobs personnel made it to the site Monday to find that a check valve had failed, and the dry pit was flooded. Arrangements were made to rent a portable pump from Godwin Pump in Portland and bypass pumping was established Wednesday after a failed attempt to move the pump to the site Tuesday night. The pumps were removed and repaired at HPS Electric and the electrical components replaced. The pump station was back in operation Saturday afternoon.

Wilber I and II – Both pump stations experienced utility power outage Sunday and power was restored Wednesday. We mobilized two generators to the pump station sites to provide power.

Staff and Board Professional Development

The SDAO Annual Conference was held February 8th – 10th at Sunriver. David Campos, Kelsey Wood and Jim Baird attended the conference.

The Occupational Safety and Health Conference was held March 4th – 7th in Portland. Ryon Kershner (RUSA Safety Committee Chair) attended the conference this year.

Surplus Vehicle Sales

Two vehicles sold on GovDeals recently. The 1997 Chevrolet 1-ton cab-chassis sold for \$6,100 and the 2011 Chevrolet ¾ ton pickup with canopy sold for \$18,000.

CH2M Report

Jade Mecham CH2M Project Manager advised that the treatment facility averaged 91% BOD removal and 94% Total Suspended Solids removal. The major winter storm resulted in the plant losing grid electrical power for 32 hours.

Accounts Payable

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

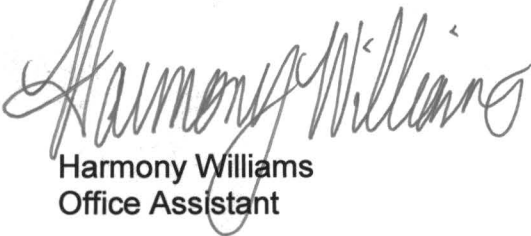
David Campos made a motion to approve the Accounts Payable and Addendum as presented. Kelsey Wood seconded the motion. The motion passed unanimously.

Other Business

None.

There being no further business to come before the Board, the meeting was adjourned at 4:55 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Harmony Williams". The signature is written in black ink and is positioned above the printed name and title.

Harmony Williams
Office Assistant