



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

REGULAR MONTHLY BOARD MEETING
December 10, 2025

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

Board Chair John Dunn, called the regular monthly Board Meeting to order at 4:01 p.m. on November 12, 2025. The Board Meeting was held in-person and remotely broadcast by Zoom® Meeting.

ROLL CALL

Directors

Present: Board Chair John Dunn, Kelsey Wood & Tom Dole

Absent: Rob Lieberman and David Camos

Others present: General Manager Jim Baird, Finance Director Christine Morris, Office Assistant II Harmony Williams, Engineering & Operations Manager Ryon Kershner & Jacobs Operations Manager Randy Turner

Consideration of the October 8, 2025 Board Meeting Minutes

Kelsey Wood moved to approve the minutes for the October 8, 2025 Roseburg Urban Sanitary Authority monthly Board Meeting.

John Dunn seconded the motion.

John Dunn requested “Roll Call” for the motion to approve the October 8, 2025 Board Meeting Minutes.

Vote By Roll Call

John Dunn Yes

Rob Lieberman

Tom Dole Yes

Kelsey Wood Yes

David Campos

The motion was passed with a 3/0 vote

General Managers Report

Ameresco - Energy Service Company

Staff and Ameresco have been working on the last few documents to apply for the construction phase amendment to the CWSRF loan. We have also started to work on the documentation required for the construction phase amendment to the CWSRF loan. Both projects are eligible for principal forgiveness of 50%, up to \$2 million in total for both projects.

Umpqua Street Improvements - Project No. 24001

The Contractor, Northcore, has completed all the work on the project. Northcore has completed all the testing, and the system has passed.

The Contractor has submitted a request to release the retainage for this project on the amount of \$33,064.78. The project engineer and staff have reviewed the request to release retainage and associated documentation and would recommend that the Board approve the request for the release of retainage in the amount of \$33,064.78

Kelsey Wood moved to approve the release of retainage to Northcore in the amount of \$33,064.78. John Dunn seconded the motion.

John Dunn requested "Roll Call" for the motion to approve the release of retainage to Northcore in the amount of \$33,064.78.

Vote By Roll Call

John Dunn	Yes
Rob Lieberman	
Tom Dole	Yes
Kelsey Wood	Yes
David Campos	

The motion was passed with a 3/0 vote

South Umpqua Trunk South Bank Repair – Project No. 25002

Staff have been meeting with FEMA and OEM staff to process the documentation to be reimbursed for RUSA’s costs associated with emergency repairs. RUSA should be eligible for reimbursing 75% of repair costs.

Current reimbursement numbers stand at eligible cost of \$895,450.51 with the Federal share of \$671,587.89, leaving the RUSA share of \$223,862.62.

WWTP Solar – Project No. 24011

Ameresco has ordered solar panels for the project. We have ordered the panels to meet the requirement to safe harbor the federal renewable investment tax credit. The delivery of the panels is scheduled to be at the end of the month or the first part of December. Once the panels have been delivered Ameresco will invoice RUSA for the solar panels as “equipment on hand” and we will pay for the delivered equipment, this will safe-harbor the federal “Infrastructure Tax Credit” of up to 30% of the total construction cost.

Staff and Ameresco are working to provide the additional documentation required by DEQ for Clean Water State Revolving Funds for the construction portion of the project.

Admin. Office Solar – Project No. 24012

The subcontractor has completed all the construction except for the battery that is scheduled to be delivered February 26, 2026, and installed shortly after. The final inspection is scheduled for 11/07/25. Pacific Power will schedule the change out of the meter to initiate net metering after the final inspection has been completed.

Ameresco has submitted pay request #1 of \$380,870.55 with retainage withheld in the amount of \$19,043.53 for a payment request of \$361,827.02. Staff would recommend that the Board approve pay request #1 in the amount of \$361,827.02.

Kelsey Wood moved to approve pay request #1 to Ameresco in the amount of \$361,827.02. Tom Dole seconded the motion.

John Dunn requested “Roll Call” for the motion to approve pay request #1 to Ameresco in the amount of \$361,827.02.

Vote By Roll Call

John Dunn	Yes
Rob Lieberman	
Tom Dole	Yes
Kelsey Wood	Yes
David Campos	

The motion was passed with a 3/0 vote

NTS Solar -Project No. 25001

Ameresco is working on the plans and specifications for the floating solar array. Ameresco is also working with Pacific Power on the interconnect agreement.

Ameresco has ordered the solar panels for the project to secure the Infrastructure Tax Credit (ITC). The panels are expected to be delivered at the end of this month or the first part of December.

Wastewater Collection System Master Plan Amendment

Staff and Leeway Engineering Solutions are working through the data collection phase of the project. The project is scheduled to be completed in December.

Umpqua River Basin TMDL for Temperature

The DEQ has appointed me to the Rule Advisory Committee (RAC) for the Water Quality Plan to implement the Umpqua River Basin Temperature TMDL replacement. The public process and meetings with the RAC are anticipated to begin February 18th, 2026.

Emergency Declaration

Walmart MH Repair – The severe winter storms caused erosion to a manhole adjacent to Newton Creek near Walmart. We are working with Dyer Partnership to file the proper application to repair the manhole that is near the waterway and in the wetlands.

Highland Sewer Line Stabilization – The severe winter storms caused erosion to a 15 inch sewer main crossing Sleepy Hollow Creek. We are working with Dyer Partnership to file the proper applications to stabilize the sewer line that is in the waterway and wetlands.

Umpqua Fishery Enhancement Derby

The Umpqua Fishery has request that RUSA sponsor the Enhancement Derby to help fund the organizations fishery enhancement projects.

Kelsey Wood moved to approve RUSA sponsor the Umpqua Fishery Enhancement Derby at the \$500.00 level.

Tom Dole seconded the motion.

John Dunn requested "Roll Call" for the motion to approve the Umpqua Fishery Enhancement Derby \$500.00 sponsorship.

Vote By Roll Call

John Dunn Yes

Rob Lieberman

Tom Dole Yes

Kelsey Wood Yes

David Campos

The motion was passed with a 3/0 vote

Jacobs Plant Operations Report

Randy Turner advised that the treatment facility averaged 98% BOD removal and 97% Total Suspended Solids removal during October. The total Effluent flow was 90.36 million gallons, all of which went to the Natural Treatment System.

Budget to Actual Report

The Budget to Actual Report as of September 30, 2025 was presented to the Board. The Board Chair asked if there were any comments. Hearing none the Board moved on.

Accounts Payable

The Board reviewed the Accounts Payable Report and Addendum for the November 2025 Accounts Payable and addressed questions.

Tom Dole made a motion to approve the Accounts Payable Report and Addendum as presented. Kelsey Wood seconded the motion.

Vote By Roll Call

John Dunn requested "Roll Call" for the motion to approve Accounts Payable and the Addendum as presented:

John Dunn Yes

Rob Lieberman

Tom Dole Yes

Kelsey Wood Yes

David Campos

The motion was passed with a 3/0 vote

Other Business

Staff noted RUSA would be holding a holiday potluck on December 16th. The Board also had questions about the condition of the gravity belt thickener at the plant. Staff advised that RUSA did not have any immediate concerns.

Meeting was adjourned at 4:46 pm.

Attached Additional Items Presented

Accounts Payable Addendum

Respectfully submitted,



Harmony Williams
Office Assistant II

ADDENDUM TO NOVEMBER 12, 2025 BOARD PACKET

Accounts Payable

Checks by Date - Detail by Check Date

User: christine
 Printed: 11/12/2025 11:58 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	ASIFLEX A000325825jeHhg	ASIFlex Oct FSA Fees	11/10/2025	52.50
Total for this ACH Check for Vendor ASIFLEX:				52.50
Total for 11/10/2025:				52.50
53087	WATER INV24791	City of Roseburg Bulk water use and permit for October	11/12/2025	85.20
Total for Check Number 53087:				85.20
53088	CREC 16570	Clean Rivers Erosion Control Inc Hydro-seeding for erosion control on bank S Um	11/12/2025	3,821.66
Total for Check Number 53088:				3,821.66
53089	Leeway 1533	Leeway Engineering Solutions, LLC Collection System Master Plan Amendment Inv ;	11/12/2025	12,135.00
Total for Check Number 53089:				12,135.00
53090	METRO IN682071	Metro Presort Inc Print, cut and mail utility bills	11/12/2025	3,804.86
Total for Check Number 53090:				3,804.86
53091	PPRooter 4872	Precision Plumbing & Rooter, Inc This project is to disconnect the sewer service fo	11/12/2025	17,270.00
Total for Check Number 53091:				17,270.00
53092	SDAO CHG-14320	Special Districts Insurance Services Additions and deletions to auto and property cov	11/12/2025	505.00
Total for Check Number 53092:				505.00
53093	SUNRISE INV0043616	Sunrise Enterprises, Inc Monthly janitorial services	11/12/2025	595.00
Total for Check Number 53093:				595.00
Total for 11/12/2025:				38,216.72
Report Total (8 checks):				38,269.22

GENERAL MANAGERS REPORT

Date: 12/04/25
To: Roseburg Urban Sanitary Authority, Board of Directors
From: James V. Baird, General Manager
Re: General Managers Informational Report to the Board

South Umpqua Trunk South Bank Repair – Project No. 25002

Staff have completed all the required reimbursement documentation. The project has been approved, and we are waiting for the reimbursement check. The total FEMA reimbursement will be \$671,587.89

WWTP Solar – Project No. 24011

We are working on the last approval with the State Historic Preservation Office (SHPO). Ameresco has been given delivery dates of Monday the 8th and Tuesday the 9th for the solar panels. RUSA staff will be off-loading the trucks and storing the solar panels in the new building at the plant. We have ordered the panels to meet the requirement to safe harbor the federal renewable investment tax credit. Once the panels have been delivered Ameresco will invoice RUSA for the solar panels as “equipment on hand” and we will pay for the delivered equipment. This will safe-harbor the federal Infrastructure Tax Credit (ITC) of up to 30% of the total construction cost. Staff will be providing an invoice for payment of the solar panels at the Board meeting; we must pay for and take possession of the solar panels to meet the requirements of ITC.

Admin. Office Solar – Project No. 24012

The subcontractor has completed most of the solar system and commissioned the system. The system is currently generating power, offsetting a portion of our electricity usage. The battery is not scheduled to be delivered until March. The subcontractor will return after the battery is delivered to complete the installation.

NTS Solar -Project No. 25001

Ameresco and staff have submitted a request for approval of all the various state departments' requirements to proceed with construction of the project. The request is based on the previous work completed to construct the Natural Treatment System. Ameresco is working on the plans and specifications for the floating solar array. Ameresco is also working with Pacific Power on the interconnect agreement.

Ameresco has been given delivery dates of Monday the 8th and Tuesday the 9th for the solar panels. RUSA staff will be off-loading the trucks and storing the solar panels in the new building at the plant. We have ordered the panels to meet the requirement to safe harbor the federal renewable investment tax credit. Once the panels have been delivered Ameresco will invoice RUSA for the solar panels as “equipment on hand” and we will pay for the delivered equipment, this will safe-harbor the federal Infrastructure Tax Credit (ITC) of up to 30% of the total construction cost. Staff will be providing an invoice for payment of the solar panels at the Board meeting; we must pay for and take possession of the solar panels to meet the requirements of ITC.

Umpqua River Basin TMDL for Temperature

The DEQ has appointed me to the Rule Advisory Committee (RAC) for the Water Quality Plan to implement the Umpqua River Basin Temperature TMDL replacement. The public process and meetings with the RAC are anticipated to begin February 18th, 2026.

Emergency Declaration

Walmart MH Repair – Dyer Partnership is working through the permit process to repair the manhole.

Highland Sewer Line Stabilization – Dyer Partnership is working through the permit process to repair the 15-inch sewer main crossing Sleepy Hollow Creek.

ROSEBURG URBAN SANITARY AUTHORITY

NEW DEVELOPMENTS AND PROJECTS

DEVELOPMENTS:

- Hanna Heritage Plaza Sewer Main Relocation
- Kester Road Sewer Main Extension

PRELIMINARY DESIGN:

- Harvard/Maple Sewer Improvement
- Trunk Line CIPP Project
- WWTP Influent Pump Station Replacement
- WWTP SCADA Upgrade

PROJECTS:

- Deer Creek sewer trunk line rehabilitation project - Now in Warranty
- Umpqua Street Sewer Rehabilitation project – Now in Warranty
- SE Stephens Sewer Improvement-Joint Project with the City of Roseburg – Project Complete
- South Umpqua Bank- Emergency repair- Repairs complete. Work Complete.

ROSEBURG URBAN SANITARY AUTHORITY

November 2025 STAFF REPORTS

COLLECTION DEPARTMENT:

- Completed 12 work orders.
- Cleaned and CCTV 9,410 feet or 1.78 miles of mainline.
- Flushed 10,940 feet or 2.1 miles of mainline.
- Worked 24 personnel hours at NTS.
- Responded to 4 after hours callouts.
- Completed emergency mainline repair.
- Completed monthly air release valve inspections and cleaning.
- Completed monthly trouble spot inspections.
- Completed monthly safety training.
- Completed Fire Extinguisher training.

ENGINEERING DEPARTMENT:

- Issued 5 permits and 5 completed inspections.
- 129 Locates Completed
- Umpqua Street Project - North Core USA– Completed
- South Stephens – Cradar - Complete
- Emergency Repair- Pipe repair has been completed. Working on FEMA funding
- Beginning work on RFP for SCADA Upgrade at the Waste Water Treatment Plant
- Beginning Engineering work for Geodeck Trunk Rehab-Leeway Engineering.
- Walmart Manhole Repair
- Sleepy Hollow Creek- Main Repair.

FINANCE DEPARTMENT:

- Vacancy Credits: 10 were processed for a total of \$1,316.00.
- Credit cards/Echecks/debit cards: 3174 transactions totaling \$305,557.59 or approximately 29.3% of monthly billing was collected.
- Automatic Payments: 2037 customer accounts are signed up. Received \$165,952.98 or approximately 15.9% of monthly billing.



TO: Jim Baird, General Manager-RUSA
FROM: Dan Prather, Project Manager-Jacobs
DATE: December 4th, 2025
SUBJECT: November 2025 Monthly Report

OPERATIONAL ACTIVITIES

- All permit parameters were met this month.
- The treatment facility averaged 97% BOD removal and 97% Total Suspended Solids removal during the month with a requirement of no less than 85% removal for each.
- The facility's electrical consumption (based on meter readings) for November 2025 was 201,000 KWHRS with a total Effluent flow of 90.28 million gallons, all of which went to the river at Outfall 001. November 2024 electrical consumption was 225,000 KWHRS with a total Effluent flow of 182.05 million gallons.

PRETREATMENT ACTIVITIES

- Mailed out 10 Pretreatment surveys to local businesses.

The following pretreatment inspections were completed in November:

- Applebee's -Routine inspection, grease interceptor 40-50% full, spoke to manager about the tank needing pumped, will follow up.
- In & Out -Routine inspection, interceptor 5-10% full.
- S-Mart -Routine inspection, light coating of grease around pipe, nothing of concern.
- Totem Market -Routine inspection, minimal flow, nothing of concern.
- FCC Furniture -Semiannual 24-hour sampling event, mailed sample to Neilson Research Laboratories.

NATURAL TREATMENT SYSTEM (NTS)

- Chlorinated then drained irrigation systems and supporting equipment.
- Pulled drum screen and cleaned.
- Sheep are onsite.
- Zone 3L1 red fescue grass length and coverage maintained continuous improvement.
- System is offline and winterized.

MAINTENANCE ACTIVITIES

- Maintenance Team completed **542** Preventative Maintenance items for the month.
- Maintenance Team completed **10** Corrective Maintenance items for the month.

Call Outs for the Month

- Power Failure
- Influent Pump Failure (x2) - Overload due to ragging.
- Highland Pump 2 Failure (Overload due to ragging)

Current Month Lift Station Flows

- **Total Approx.** Flow from all Lift Stations for the month - **45,831,597 Gallons**
- **Average Approx.** Daily Flow from all Lift Stations per day - **1,527,719.9 Gallons**

Current Month Repairs

- Plant, Winchester, Highland Generators & Switch Gear Annual Service
- W3 Pressure Control Valve Replaced
- Grit Classifier Bearing & Spindle
- Chlorine Pump Control Wiring Repaired
- Various minor electrical repairs based on Infrared Testing.

LABORATORY ACTIVITIES

- We are in our normal winter testing which requires: BOD's 3 times a week, TSS 3 times a week, pH daily, Chlorine Residual Daily average, Ammonia once a week, E. Coli 3 times a week.
- 100 permit tests were completed during the month.
- Lab water samples were collected and shipped on 11/12/25 to NRC for testing.

BIOSOLIDS

- Jacobs RUSA was asked to assist in helping Oregon State University students conduct PFAS sampling on one of our biosolids sites. These samples will be used to help determine the amount of PFAS contributed by biosolids which will then help DEQ make informed decisions surrounding the short and long-term implications of using biosolids in land application.
- We also sent biosolids samples to Neilson Research for analysis as part of our yearly testing requirements.

UPCOMING ITEMS

- Electrical repairs based on Infrared testing (continued)
- Polymer pump replacement
- Flame arrestor rebuilds
- Digester mixing gun manifold repairs

ENCLOSURES

12 Month Moving Avg.

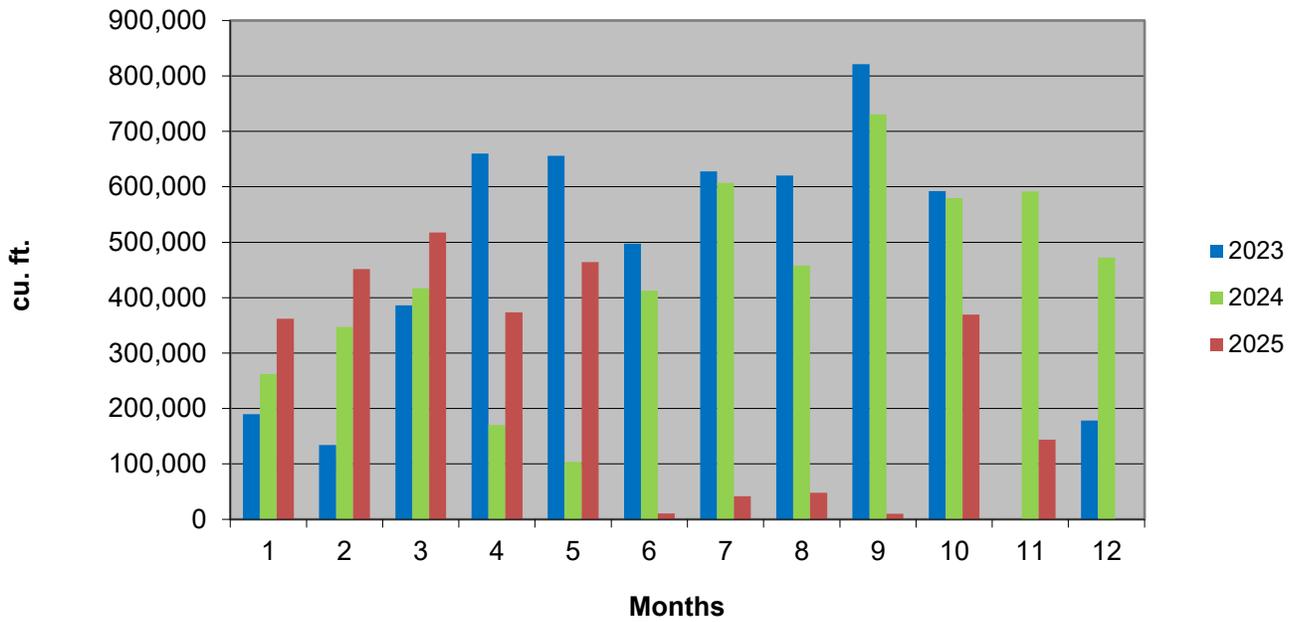
Boiler/Flare Gas Usage graphs

Influent TSS/BOD and Effluent Flow Graphs

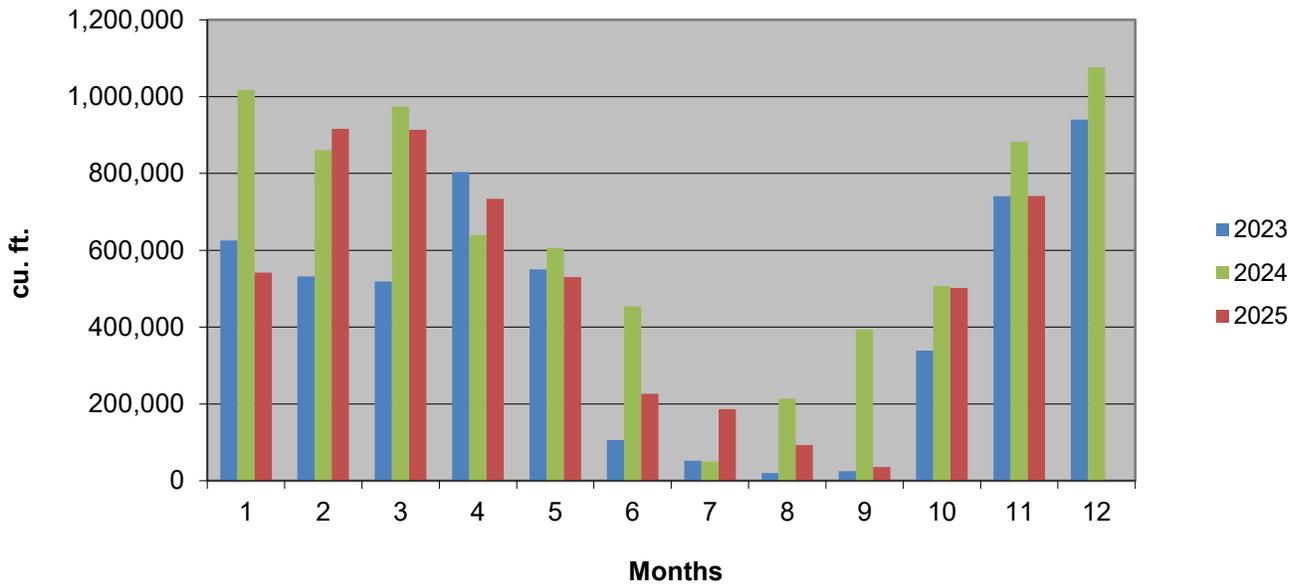
12 MONTH MOVING AVERAGES

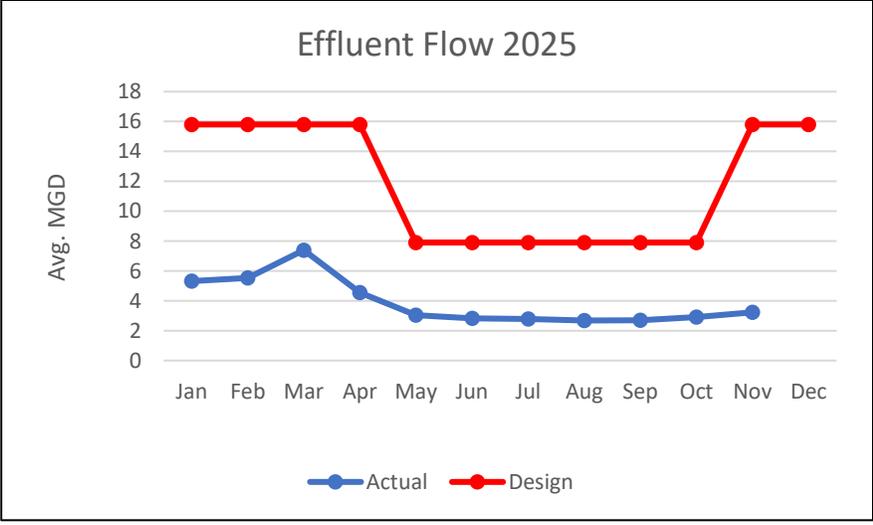
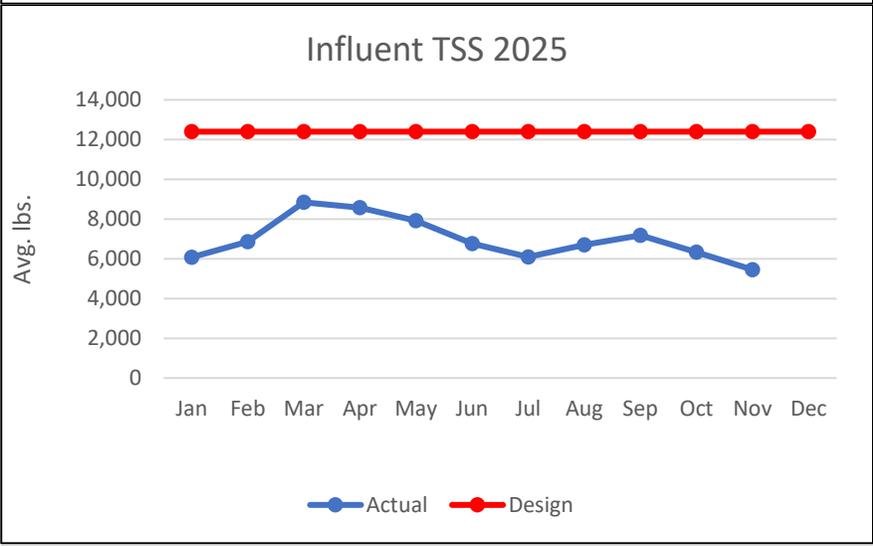
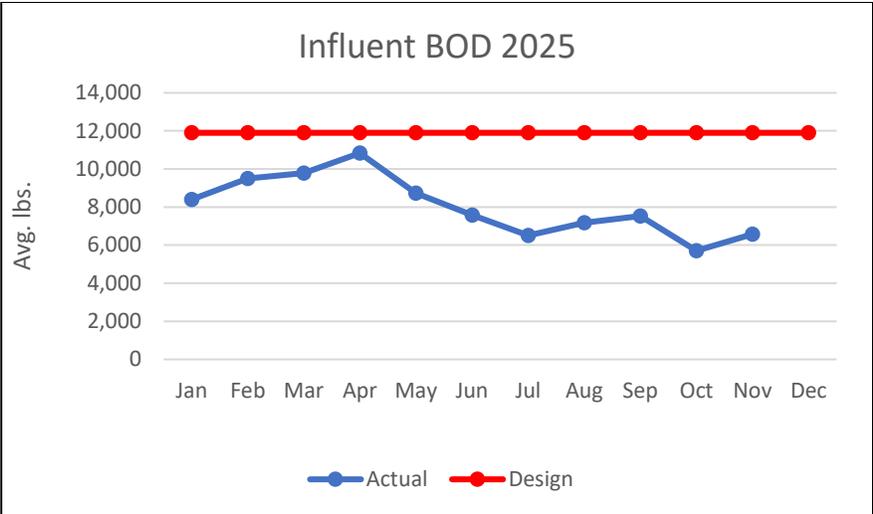
Month/Year	Plant Inf Q Average MGD	Plant Inf Average lbs/day CBOD/BOD	Plant Inf Average lbs/day TSS
Dec-24	6.07	11960	9861
Jan-25	5.32	8401	6073
Feb-25	5.53	9509	6869
Mar-25	7.39	9780	8843
Apr-25	4.54	10834	8579
May-25	3.03	8740	7915
Jun-25	2.83	7579	6765
Jul-25	2.78	6509	6088
Aug-25	2.68	7174	6706
Sep-25	2.69	7531	7180
Oct-25	2.91	5707	6337
Nov-25	3.22	6576	5452
SUM	48.99	100300	86668
AVE	4.08	8358	7222
MAX	7.39	11960	9861
MIN	2.68	5707	5452

FLARE GAS USAGE 2023 - 2025



BOILER GAS USAGE 2023 - 2025





**CASH DISBURSEMENT RECAP
BOARD MEETING DECEMBER 10, 2025**

Cash Disbursements Since the Last Board Meeting

All Funds:

Total of Prepaid Checks & ACH Transactions	284,440.52
Total of Regular Checks & ACH Transactions	<u>32,361.04</u>

Total Expenditures (not including Payroll)	<u><u>316,801.56</u></u>
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Payroll:

Net Payroll - November 26, 2025	85,920.83
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All Checks & ACH Transactions since the Board Meeting November 12, 2025	<u><u>402,722.39</u></u>
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Accounts Payable

Checks by Date - Detail by Check Date

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Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	02669	PERS Deposit	11/13/2025	
	OCT 25 PR	PR Batch 00001.10.2025 PERS Pick-Up	PR Batch 00001.10.2025 PER	1,077.42
	OCT 25 PR	PR Batch 00001.10.2025 OPSRP-Not W/Held	PR Batch 00001.10.2025 OPS	16,926.88
	OCT 25 PR	PR Batch 00001.10.2025 PERS - Not W/Held	PR Batch 00001.10.2025 PER	15,775.33
	OCT 25 PR	PR Batch 00001.10.2025 PERS W/Held	PR Batch 00001.10.2025 PER	6,894.99
	Oct25 rounding	October PERS Contribution Rounding adjustmer		0.03
Total for this ACH Check for Vendor 02669:				40,674.65
Total for 11/13/2025:				40,674.65
ACH	ASIFLEX	ASIFlex	11/26/2025	
	NOV 25 PR	PR Batch 00001.11.2025 Dependent Care FSA	PR Batch 00001.11.2025 Dep	416.00
	NOV 25 PR	PR Batch 00001.11.2025 Flexible Spending Acco	PR Batch 00001.11.2025 Flex	1,612.99
Total for this ACH Check for Vendor ASIFLEX:				2,028.99
ACH	DNB	Internal Revenue Service	11/26/2025	
	NOV 25 PR	PR Batch 00001.11.2025 FICA - Employer	PR Batch 00001.11.2025 FIC.	6,793.76
	NOV 25 PR	PR Batch 00001.11.2025 Federal Income Tax	PR Batch 00001.11.2025 Fed	10,345.27
	NOV 25 PR	PR Batch 00001.11.2025 Medicare - Employer	PR Batch 00001.11.2025 Med	1,846.09
	NOV 25 PR	PR Batch 00001.11.2025 Medicare - Employee	PR Batch 00001.11.2025 Med	1,876.82
	NOV 25 PR	PR Batch 00001.11.2025 FICA - Employee	PR Batch 00001.11.2025 FIC.	6,793.76
Total for this ACH Check for Vendor DNB:				27,655.70
ACH	ORCSD	Oregon Child Support Program	11/26/2025	
	NOV 25 PR	PR Batch 00001.11.2025 Child Support Garnish	PR Batch 00001.11.2025 Chil	142.00
Total for this ACH Check for Vendor ORCSD:				142.00
ACH	OR-REV	Oregon Dept. of Revenue	11/26/2025	
	NOV 25 PR	PR Batch 00001.11.2025 Oregon W/Held	PR Batch 00001.11.2025 Oreg	7,843.36
Total for this ACH Check for Vendor OR-REV:				7,843.36
ACH	PEBSCO	Nationwide Retirement Solutions	11/26/2025	
	NOV 25 PR	PR Batch 00001.11.2025 Roth Contribution	PR Batch 00001.11.2025 Roth	200.00
	NOV 25 PR	PR Batch 00001.11.2025 Nationwide-Deferred C	PR Batch 00001.11.2025 Nati	4,500.00
Total for this ACH Check for Vendor PEBSCO:				4,700.00
53094	CIS INS	CIS Trust	11/26/2025	
	NOV 25 PR	PR Batch 00001.11.2025 CCIS Insurance Long-	PR Batch 00001.11.2025 CCI	173.04
	NOV 25 PR	PR Batch 00001.11.2025 Short-Term Disability	PR Batch 00001.11.2025 Shor	86.93
	NOV 25 PR	PR Batch 00001.11.2025 Critical Illness Insuran	PR Batch 00001.11.2025 Criti	181.90
	NOV 25 PR	PR Batch 00001.11.2025 Life Insurance - Spous	PR Batch 00001.11.2025 Life	318.07
	NOV 25 PR	PR Batch 00001.11.2025 CCIS Insurance AD&I	PR Batch 00001.11.2025 CCI	17.60
	NOV 25 PR	PR Batch 00001.11.2025 Medical Ins w/RX	PR Batch 00001.11.2025 Med	36,574.01

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	NOV 25 PR	PR Batch 00001.11.2025 Life Insurance - er	PR Batch 00001.11.2025 Life	110.98
	NOV 25 PR	PR Batch 00001.11.2025 Trauma	PR Batch 00001.11.2025 Trau	150.00
	NOV 25 PR	PR Batch 00001.11.2025 Trauma - Bronze	PR Batch 00001.11.2025 Trau	10.00
	NOV 25 PR	PR Batch 00001.11.2025 Voluntary Dependent L	PR Batch 00001.11.2025 Volu	37.24
	NOV 25 PR	PR Batch 00001.11.2025 Voluntary Life Insuran	PR Batch 00001.11.2025 Volu	962.80
	NOV 25 PR	PR Batch 00001.11.2025 Identity Protection	PR Batch 00001.11.2025 Iden	117.65
	NOV 25 PR	PR Batch 00001.11.2025 Dental & Vision	PR Batch 00001.11.2025 Den	3,111.68
	NOV 25 PR	PR Batch 00001.11.2025 Hospital Indemnity	PR Batch 00001.11.2025 Hosj	65.00
	NOV 25 PR	PR Batch 00001.11.2025 Accident Insurance	PR Batch 00001.11.2025 Acci	204.16
			Total for Check Number 53094:	42,121.06
53095	AT&T X11252025	AT & T Mobility Monthly wireless telephone service	11/26/2025	436.03
			Total for Check Number 53095:	436.03
			Total for 11/26/2025:	84,927.14
ACH	Jacobs 35128938-06	Jacobs Engineering Group Inc Professional services per agreement	11/28/2025	155,039.00
			Total for this ACH Check for Vendor Jacobs:	155,039.00
			Total for 11/28/2025:	155,039.00
ACH	Xpress INV-XPR030589	Xpress Bill Pay Web & phone transactions, maintenace & suppor	12/05/2025	3,799.73
			Total for this ACH Check for Vendor Xpress:	3,799.73
			Total for 12/5/2025:	3,799.73
			Report Total (10 checks):	284,440.52

Accounts Payable

Checks by Date - Detail by Check Date

User: christine
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Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	Cintas 4248616278 4250172083 5303176114 9348781613	Cintas Corporation No. 3 Soap and paper products Soap and paper products Restock first aid kits 2 - Waterbreak cooler agreements	12/10/2025	41.63 62.19 15.06 90.00
Total for this ACH Check for Vendor Cintas:				208.88
ACH	PITNEY 1028553781	Pitney Bowes Inc. Ink for postage machine	12/10/2025	95.19
Total for this ACH Check for Vendor PITNEY:				95.19
53096	WP Nov 2025	Avista Utilities Natural gas service	12/10/2025	115.42
Total for Check Number 53096:				115.42
53097	BANNERMC	BANNER BANK	12/10/2025	
	AA110425	City of Roseburg - LUCS Review Fee - Project #		77.20
	AA111225	Safeway - Bd Mtg Snacks		12.00
	AA112725	Staples - Logo Envelopes non-window		307.98
	AB110625 fee	DEQ- online convenience fee		4.02
	AB110625a	DEQ- Wastewater system operater certification a		174.72
	AB111325	Bagel Tree- snacks for staff members		65.50
	CM103025	Graduate Hotel-Dinner, Fall Conf		34.00
	CM103125	Graduate Hotel-OGFOA Fall Conf-CM		592.38
	DF103125	Amazon - Extends the warranty on Macbook.		91.19
	DF111025	Zoom - virtual meeting software for board meeti		148.00
	DF111325	Pcloud - Web app for sharing large files. Three t		29.97
	DF111325 fee	International Trans Fee (Apparently from Pcloud		0.27
	GO111825	Lowes, ceiling rail for drop ceiling board room.		4.96
	GO111825	Credit-Lowes, ceiling rail for drop ceiling board		-4.96
	GO11425	Lowes Paint and brushes for front office sign		12.96
	GO11525a	Flagpoles ect, 5'X8' USA flag		60.28
	GO11525b	Lowes , plug for bolt hole. Front office sign		3.17
	HW112525	Costco - Allstate 3 Year Warranty Samsung 75" "		64.99
	HW112725	Simple In/Out - Location Monitoring		19.99
	JAKE110325	DCFarmers-NTS Front Gate		356.99
	JAKE111825	AbbysSutherlin-SOOS-JB,SL,RC,KB,JB,DF,AE		143.65
	JB112525 fee a	DEQ - Convenience Fee		24.90
	JB112525 fee b	DEQ - Convenience Fee		24.97
	JB112525a	DEQ - Permit Fee - Project No. 25006		1,082.64
	JB112525b	DEQ - Permit Fee - Project No. 25005		1,085.76
	KB112025	Applebees - Meeting with KB, SL and employee		25.98
	RK11062025	Registration for the Professional Landsurveyors		460.00
	SL103125	Traffic Safety Store - Posts and signs for NTS cu		1,643.83
	SL110525a	Coastal - 16 Gallon Tubs for fundraiser		59.98
	SL110525b	DEQ - Certification Renewal		174.72
	SL110525b fee	DEQ - Certification Renewal Service Fee		4.02

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 53097:	6,786.06
53098	BHEC CL39978-IN CL40360-IN	Bassett-Hyland Energy Company Vehicle fuel use 11/1 - 11/15 Vehicle fuel use 11/16 - 11/30	12/10/2025	409.62 685.61
			Total for Check Number 53098:	1,095.23
53099	BATT PLU P86952960a P86952960b P86987163	Batteries Plus #208 UPS for Finance Director computer UPS for NTS 411LM Batteries for server UPS	12/10/2025	233.95 233.95 185.70
			Total for Check Number 53099:	653.60
53100	ORMS 215849	Chaves Consulting, Inc Electronic document storage monthly fees	12/10/2025	509.46
			Total for Check Number 53100:	509.46
53101	Chytka 178399	Chytka Pest Control LLC Monthly pest control service	12/10/2025	40.00
			Total for Check Number 53101:	40.00
53102	WATER Nov 2025 Admin Nov 2025 CSB Nov 2025 High Nov 2025 LV Nov 2025 Winch Nov 2025 WRF	City of Roseburg Water Usage-Admin Bldg Water Usage-Collection Storage Bldge Water Usage Highland PS Water Usage Loma Vista PS Water Usage Winchester PS Water Usage WRF	12/10/2025 330-3470-00 320-1832-00 360-3420-00 430-2310-00 480-3210-00 320-1830-00	185.20 42.40 530.17 37.82 261.63 514.23
			Total for Check Number 53102:	1,571.45
53103	UB*00098	DARLENE COUTTS Refund Check 005312-000, 212 NE PEGGY	12/10/2025	54.00
			Total for Check Number 53103:	54.00
53104	DRAUTO 210889	D & R Auto & Truck Supply Corp Wipers for B6 and DEF	12/10/2025	45.97
			Total for Check Number 53104:	45.97
53105	DFN Dec 2025 Admin Dec 2025 Brbn Dec 2025 CSB Dec 2025 GateIn Dec 2025 GatePh Dec 2025 High Dec 2025 Host Dec 2025 Keady Dec 2025 LV Dec 2025 NBank Dec 2025 NTS Dec 2025 Ph/Cam Dec 2025 Wilb1 Dec 2025 Wilb2 Dec 2025 Winch	Douglas Fast Net Internet Services-Admin Internet Services-Bourbon St Internet Services-Collections Storage Bldg Internet Services-NTS Gate Phone Service-NTS Gate Internet Services-Highland PS Admin Hosting Internet Services-Keady Ct Internet Services-Loma Vista P Internet Services-No. Bank PS Internet Services-NTS Phones/Security Cams Internet Services-Wilbur 1 PS Internet Services-Wilbur 2 PS Internet Services-Winchester P	12/10/2025 Service: 14806 Service: 205697 Service: 272962 Service: 271594 Service: 5413914279 Service: 105797 Service: 106289 Service: 205950 Service: 105793 Service: 237686 Service: 141784 Service: 105796 Service: 105794 Service: 105795	223.99 102.58 100.69 75.59 28.66 78.59 10.80 78.59 106.58 75.59 86.39 101.19 75.59 75.59 64.79

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 53105:	1,285.21
53106	Overhead A33199	FBD, Inc. Repair door at WRF storage bldg	12/10/2025	149.00
			Total for Check Number 53106:	149.00
53107	HANDY 126818	Handyman Hardware Washers for shop stock	12/10/2025	35.98
			Total for Check Number 53107:	35.98
53108	COASTAL A98861	John Deere Financial f.s.b. Parts to repair NTS Gate	12/10/2025	17.97
			Total for Check Number 53108:	17.97
53109	LYOUNG 76600180748	Lauren Young Tire Rear tires for B6	12/10/2025	1,711.84
			Total for Check Number 53109:	1,711.84
53110	LOWES 70117 70588 84134 86284 86469 88794 88965 95749 97140 98320	Lowe's Materials for sign installation at Admin Bldg Concrete for sign installation Tools and lubricant Parts for mounting security cameras Materials for sign installation at Admin Bldg Parts for mounting security cameras Tools for 2020 Service Truck Materials for sign installation at Admin Bldg Materials for sign installation at Admin Bldg Materials for sign installation at Admin Bldg	12/10/2025	54.00 85.20 36.21 11.07 113.14 27.55 255.52 143.65 45.36 531.08
			Total for Check Number 53110:	1,302.78
53111	UB*00099	DANIEL & KATHARIN MCMASTER Refund Check 000557-000, 257 MARTHA	12/10/2025	60.00
			Total for Check Number 53111:	60.00
53112	CMM Oct 2025	Christine Morris Mileage reimbursement for OGFOA conference	12/10/2025	98.56
			Total for Check Number 53112:	98.56
53113	NEXNET 28174 Admin 28174 WRF	Nexcom, LLC Digital phone service and fax - Admin Digital phone service and fax - WRF	12/10/2025	364.50 178.00
			Total for Check Number 53113:	542.50
53114	LGL 14204	Northwest Local Government Legal Adviso Legal services - DEQ, Elk Island access easemer	12/10/2025	684.00
			Total for Check Number 53114:	684.00
53115	OR-LIN 1313837 1319239	Oregon Linen, Inc. Laundry & mat service Laundry & mat service	12/10/2025	62.98 45.09

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 53115:	108.07
53116	RSBG-DIS 1452842	Roseburg Disposal Company Monthly garbage services	12/10/2025	70.00
			Total for Check Number 53116:	70.00
53117	SDAODUES 2026 Dues	Special Districts Association of Oregon 2026 SDAO Membership Dues	12/10/2025	5,750.00
			Total for Check Number 53117:	5,750.00
53118	STEELOUT 264565 265011 265293	The Steel Outlet Manhole repair Mounting plate for NTS security camera Steel for reflective markers at NTS	12/10/2025	60.00 74.00 118.28
			Total for Check Number 53118:	252.28
53119	SHRED-IT 8012602442	Stericycle, Inc. Monthly document shredding services	12/10/2025	100.30
			Total for Check Number 53119:	100.30
53120	TEKMAN 101943 102252 102252 102252 102252 102252 102252 102252 102252 MFA 102252 NinjaOne	TEKMANAGEMENT, INC. Assistance with bringing servers back on-line aft Priveleged Access Mgmt Software DNS Filter (security) Server Maint & monitoring Penetration Testing Backup & Recovery Services Cloud storage-server backups Encryption of laptops Secure Multi-Factor Authentication \$91.20/mo NinjaOne for Workstations and Phones billed at !	12/10/2025	246.00 39.60 32.00 1,707.70 253.84 565.00 96.00 107.25 86.40 400.00
			Total for Check Number 53120:	3,533.79
53121	TIM ALLE 25174	Tim Allen Equipment Boom lift for security camera installation	12/10/2025	500.31
			Total for Check Number 53121:	500.31
53122	TRUE NOR 006419	True North Equipment, Inc. CCTV camera repair	12/10/2025	3,170.40
			Total for Check Number 53122:	3,170.40
53123	UBWA Nov 2025 411LM Nov 2025 606LM Nov 2025 Brbn	Umpqua Basin Water Association Water - 411 Long Meadows Ln Water - 606 Long Meadows Ln Water - 310 Bourbon St	12/10/2025	26.00 26.00 26.09
			Total for Check Number 53123:	78.09
53124	UMPS&G 4043369 4050634	Umpqua Sand & Gravel NTS repair Repair irrigation pipe at NTS	12/10/2025	53.93 397.29
			Total for Check Number 53124:	451.22

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
53125	UV FIRE 12486125 12486159a 12486159b	Umpqua Valley Fire Services Annual fire extinguisher maintenance, testing an Fire class demonstration 4 - 5# CO2 Recharge	12/10/2025	634.00 120.00 140.00
Total for Check Number 53125:				894.00
53126	WILLGRAY 32555235	Willamette Graystone, LLC Rock and sand for sign at Admin Bldg	12/10/2025	389.48
Total for Check Number 53126:				389.48
Total for 12/10/2025:				32,361.04
Report Total (33 checks):				32,361.04