



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 May 11, 2022. The Board Meeting was held in-person and remotely broadcast by Zoom® Meeting.

ROLL CALL

Directors

Present: Board Chair John Dunn, Jerry Griese and Kelsey Wood

Absent: Rob Lieberman and David Campos

Others present: General Manager Jim Baird, Finance Director Christine Morris, Office Assistant Harmony Williams, Collections Superintendent Steve Lusch, Jacobs Project Manager Jade Mecham and Lead Operator Vanessa Jordan.

Consideration of the April 13, 2022, Regular Monthly Board Meeting Minutes.

Jerry Griese moved to approve the minutes for April 13, 2022 Roseburg Urban Sanitary Authority Regular Monthly Board Meeting.
Kelsey Wood seconded the motion.
The motion passed unanimously.

Resolution No. 22-01; A Resolution Amending Resolution No. 21-01 Regarding the System Development Charge

Staff presented Resolution 22-01 to amend Resolution No. 21-01 regarding the System Development Charge. The cost adjustment of 6.24% was proposed for the Authority's sanitary sewer System Development charges. Beginning July 1, 2022 the System Development Charge will increase from \$3,050.00 to \$3,240.00 per equivalent dwelling unit.

Kelsey Wood made a motion to approve Resolution No. 22-01 amending Resolution No. 21-01 regarding the System Development Charge.
Jerry Griese seconded the motion.
The motion passes unanimously.

General Managers Report

Hooker Road Rehabilitation Project

The Contractor has completed all the work included in the contract. The staff has completed the CCTV inspection to put the project in the warranty stage.

The contractor completed lateral lining and 36 sewer reconnections and finalized abandonment of the old sewer main across the Willamette Gray Stone Facility.

Cradar submitted pay request #8 in the total amount of \$257,474.70 with \$12,873.74 withheld in retainage for a payment #8 in the amount of \$244,600.96

Rob Lee, the Engineer of Record, reviewed the data comprising the Application for Payment and recommended paying Pay Estimate #8 as submitted.

Staff has reviewed Pay Estimate #8 we concur with the Engineer and would recommend that the Board approve payment of Pay Estimate #8 in the amount of \$244,600.96

Kelsey Wood moved to approve Pay Estimate #8 in the amount of \$244,600.96.

Jerry Griese seconded the motion.

Vote By Roll Call

Chairman Dunn requested "Roll Call" for the motion to approve Pay Estimate #8:

John Dunn Yes

Rob Lieberman

Jerry Griese Yes

Kelsey Wood Yes

David Campos

The motion was passed with a 3/0 vote.

New Chemical Feed Building

Rogers Engineering is completing the design and specifications. RUSA will advertise the project for a May/June start date when the plans and specifications are complete.

Storm Drain Isolation Project WWTP

i.e. Engineering has started the design of the project. The tentative schedule anticipates requesting proposals from local contractors in mid-June and a request to award at the July Board meeting.

Chadwick Street Sewer Rehabilitation

i.e. Engineering has started the design of the project. The tentative schedule sets the advertisement to be published in mid-June and close on July 16th. Staff plans on presenting to the Board the bid results at their July Board meeting.

Atlanta Street Rehabilitation

i.e. Engineering has started the design of the project. The tentative schedule sets the advertisement to be published in mid-July and close on August 4th. Staff plans on presenting to the Board the bid results at their August Board meeting.

2022-23 Jacobs Contract for Plant Operation

Jacobs has provided Amendment No. 17 to the Agreement for Wastewater Facilities Operations, Maintenance and Management Services.

Jacobs is proposing a total cost of \$1,601,227 which represents a cost increase of 2.9%. Jacobs has held to the 2023 estimated costs for all items except for chemicals.

Kelsey Wood moved to approve Amendment No. 17 to the Agreement for Wastewater Facilities Operations.

Jerry Griese seconded the motion.

The motion passed unanimously.

Low-Income Housing Water Assistance Program

RUSA has entered into a contract with United Community Action Network to participate in the Low-Income Housing Water Assistance Program. This program will offer eligible households to apply for assistance to pay delinquent utility bills.

Jacobs Plant Operations Report

Jade Mecham reported the treatment facility averaged 96% BOD removal and 96% Total Suspended Solids removal during January. The total Effluent flow was 144.35 million gallons.

Accounts Payable

The Board reviewed the Accounts Payable Report and Addendum for the May 2022 Accounts Payable.

Jerry Griese moved to approve the Accounts Payable Report and Addendum as presented.

Kelsey seconded the motion.

The motion passed unanimously.

Other Business

None.

Attached Additional Items Presented

Accounts Payable Addendum

Leeway Engineering Solutions Correspondence

Cradar Enterprises, Inc. Invoice

Respectfully submitted,



Harmony Williams
Office Assistant

