



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

**May 9, 2018
RUSA Board Room
4:00 p.m.**

AGENDA REGULAR MONTHLY BOARD MEETING

Board of Directors

John Dunn, Chair
David Campos

Kelsey Wood

Rob Lieberman, Vice Chair
Jerry Griesse

- 1. Call to Order – John Dunn, Board Chair**
- 2. Roll Call**
- 3. Consider Minutes**
 - a. April 11, 2018 Regular Board Meeting
- 4. Contract Review Board**
 - a. Garden Valley Sewer Replacement Project
 - i. Review of Bids
- 5. General Managers Report**
 - a. Back Nine Sanitary Sewer Extension Phase I
 - b. NW Black Avenue Sanitary Sewer Replacement
 - c. Downtown Improvements Sanitary Sewer Replacement Phase II
 - d. Garden Valley Blvd Sanitary Sewer Replacement
 - e. Winchester Pump Station Force Main Replacement
 - f. Loma Vista Pump Station Study
- 6. New Developments**
- 7. Staff Report**
- 8. Permits Issued**
- 9. ch2m (Jacobs) Plant Operations Report**
- 10. Accounts Payable**
- 11. Other Business**

AMERICANS WITH DISABILITIES ACT NOTICE

Please contact the Authority's Finance Department, 1297 NE Grandview Dr., Roseburg, OR 97470 (Phone 541-672-1551) at least 48 hours prior to the scheduled meeting time if you need an accommodation.



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 April 11, 2018 at 1297 N.E. Grandview Drive.

ROLL CALL

Directors

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

Others present: General Manager Jim Baird, Collection System Superintendent Steve Lusch, Engineering Tech III Ryon Kershner, Administrative Assistant Ellen Montgomery, Finance Director Christine Morris, CH2M Project Manager Jade Mecham, Rick Matthews, Back Nine Developer and Chris Boice, Douglas County Commissioner

Consideration of the minutes of the Regular Monthly Board Meeting of Wednesday, March 14, 2018.

Jerry Griese moved to approve the minutes, as presented, for the Wednesday, March 14, 2018 Roseburg Urban Sanitary Authority Regular Monthly Meeting.
Kelsey Wood seconded the motion.
The motion passed unanimously.

Resolution No. 18-01

A Resolution confirming, approving and ratifying a twenty-seven and five tenths percent (27.5%) System Development Charge inflationary cost impact increase as measured by the annual change in the Pacific Northwest Construction Cost Index

There was discussion regarding the 27.5% increase and that no adjustment had been done to the System Development Charge (SDC) since 2005. Jim Baird stated to the Board the current SDC is \$2,007 per Equivalent Dwelling Unit (EDU) and with the proposed increase the new SDC would be \$2,559 per EDU.

Kelsey Wood moved to approve Resolution No. 18-01, as presented.
Jerry Griese seconded the motion.
The motion passed unanimously.

Vote By Roll Call

At this time, Chairman Dunn requested "Roll Call" for Resolution No. 18-01:

John Dunn	Yes
Jerry Griesse	Yes
Kelsey Wood	Yes

Resolution No. 18-01 was approved with a 3/0 vote

Off Agenda

Back Nine

Rick Matthews, Back Nine Developer and Chris Boice, Douglas County Commissioner, were present at the Board Meeting to discuss the matter of easements with the Board. Their concern was the widths of the easements that RUSA is requiring. Rick was challenging the necessity of a 20-foot easement throughout this project.

A very lengthy discussion was held between the Board, RUSA Staff, Rick Matthews and Chris Boice with RUSA Staff explaining the need the 20-foot easement and Rick Matthews was wanting only a 10-15 foot easement. The Board asked that Staff work with the developer on a variance to the easement standard that both parties can agree to and bring it back to the Board for review and approval.

General Managers Report

NW Black Avenue Sanitary Sewer Replacement Project

Bid Opening for this project was held on Thursday, March 29th, 2018. The apparent low bidder was Cradar Enterprises, Inc., in the amount of \$642,289.00.

Jim stated the sanitary sewer portion of the project is \$79,424.00, RUSA's portion of the overall cost of construction is \$12,878.61; 14.38% of the project wide costs for the project.

Downtown Improvements Phase II

The bid closing for the project was held on Thursday, April 5th, 2018. The apparent low bidder was Brown Contracting, Inc., with a bid amount of \$1,798,895.

Jim stated to the Board that RUSA's sewer portion costs for this project is \$172,629.50. This project is scheduled to be done this summer.

Garden Valley Blvd Sewer Replacement Project

i.e. Engineering has now completed the plans for this project. RUSA will be advertising this project in the local newspaper, The News-Review, the Daily Journal of Commerce and ORPEN in mid-April.

Jim stated he had contacted Nikki Messenger, the City of Roseburg Public Works Director, regarding some of the constraints regarding this project. Jim stated the City is willing to extend

RUSA's deadline to complete the work. RUSA's will start in July. The work is to be completed in August. There will be no night work on this project.

Winchester Pump Station Force Main Replacement Project

i.e. Engineering will be submitting the 90% plans to Douglas County for the roadway construction. Jim stated the sewer force main portion of this project is 30% complete at this time and i.e. Engineering has started the location design for the new force main. Jim stated to the Board the cost of the sewer portion is approximately \$1.6M, and this does not include project wide costs that RUSA would be responsible for.

The 100% completed plans are due to be submitted to the County no later than Thursday, July 5th, 2018. The project bid advertisement will be Friday, November 23rd, 2018.

This is a joint Douglas County – RUSA project. This project will be constructed during the 2019 construction season.

Loma Vista Pump Station Study

Currently i.e. Engineering is working on this study for this project. They are going to provide RUSA with the report for the possibility of the relocation and an upgrade to the pump station.

CH2M Report

Jade Mecham, Project Manager, reported to the Board the plant experienced a high flow event on Friday, March 23rd, 2018. This event required staffing the plant through the night. There were 6 pre-treatment inspections done during the month of March 2018.

Accounts Payable

The Board reviewed the Accounts Payable Report and Addendum for the April 11th, 2018 Accounts Payable. There was a general discussion of the accounts payable.

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

Other Business

Solar Power

Jim presented the Board with information and costs for RUSA to generate their own power at the Administration Office, Treatment Plant and the NTS via solar, which would be more economical. There are possible credits through The Energy Trust and Blue Sky (PP&L). The Board asked the General Manager to continue to investigate the feasibility of the project and report back to the Board.

WEF (Water Environment Federation) Membership

Jim stated that RUSA is a member of WEF (Water Environment Federation). As part of our membership two (2) Board Members can be added to RUSA's list of members in WEF.

David Campos and Rob Lieberman were nominated as the two (2) Board Members to become members of WEF.

There being no further business to come before the Board, the meeting was adjourned at 5:25 p.m.

Respectfully submitted,



Ellen Montgomery
Administrative Assistant

GENERAL MANAGERS REPORT

Date: 5/2/2018

To: Roseburg Urban Sanitary Authority, Board of Directors

From: James V. Baird, General Manager

Re: General Managers Informational Report to the Board

Back Nine Sanitary Sewer Extension Phase I

The contractor is working on completing the pump station site work. Staff and the Back Nine Development Group are working on a development agreement to finalize the outstanding issues so that the subdivision plat can be finalized.

NW Black Avenue Sanitary Sewer Replacement Project

The project awarded to the low bidder, Cradar Enterprises in the amount of \$642,259.00. The sanitary sewer portion including a share of the overall project costs is \$92,302.61.

The City has requested payment of the estimated cost per the Intergovernmental Agreement. The invoice is included in the Accounts Payable.

The Pre-Construction Meeting is scheduled for May 3rd. Staff will report at the Board Meeting the construction schedule.

Downtown Improvements Phase II

The project awarded to the low bidder, Brown Contraction in the amount of \$1,798,895. The sanitary sewer portion including a share of the overall project costs is \$172,629.50.

The City has requested payment of the estimated cost per the Intergovernmental Agreement. The invoice is included in the Accounts Payable.

The Pre-Construction Meeting and schedule for construction is still pending.

Garden Valley Blvd Sewer Replacement Project

The Garden Valley Blvd. Sewer Replacement Project closed May 3rd. Staff will be bringing the bid results to the Board at the May 9th meeting.

Winchester Pump Station Force Main Replacement Project

i.e. Engineering will be submitting 90% plans for the roadway construction April 6th to Douglas County. The sanitary sewer force main portion of the design is 30% completed. The deadline for 100% plans is July 5th and the County has scheduled the bid advertisement for November 23, 2018.

This is a joint Douglas County – RUSA project and will be constructed in 2019.

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.

NEW DEVELOPMENTS AND PROJECTS

DEVELOPMENTS:

- Edenbower sewer main extension
 - Pinnacle Western Engineering is designing a sewer main extension to provide service to property east of Stephens street. This project is on hold.
- Oakridge Court Apartments
 - The plans and specifications have been approved. This project is on hold.
- Obrien Heights
 - We are waiting for final plat to be filed to begin warrantee.
- Newton Creek Manor
 - The plans and specifications have been approved. The project has begun. Black Pearl is currently constructing the private portion of the sewer.
- Umpqua Health Newton Creek Campus
 - Mainline and sanitary service line are complete. Testing has not taken place at this time.
- Woodside Village Subdivision
 - Preconstruction meeting was held 5/3/2018

Preliminary Design

- Loma Vista Pump Station Improvement Study
- Tabor – Military Avenue subdivision
- Townsend Lane – Lookingglass subdivision

PROJECTS:

- Cascade Court main line extension – Joint City-RUSA project
 - Cradar Enterprises has completed the work on this project. The punch list items have been completed. Engineers certification and as-built drawings are still pending.
- Back Nine
 - The Contractor has crossed Hwy 99 and tied into the existing RUSA sewer system. The lift station and easement are still in progress
- NW Black Avenue Sanitary Sewer Improvement
 - Cradar is the low bidder on this project. The anticipated start date is 5/15/18
- Downtown Intersection Improvements Phase II.
 - The preconstruction meeting was on 5/3/2018 start date is 5/14/18
- Garden Valley Sewer Repair
 - The bid opening was on 5/3/2018 Cradar was the only bidder
Bid =\$206,738 Engineers; Estimate=\$125,000
- Winchester Pump Station Pressure Line Replacement
 - Initial engineering underway

ROSEBURG URBAN SANITARY AUTHORITY

APRIL 2018 STAFF REPORTS

COLLECTION DEPARTMENT:

- Completed 33 work orders.
- Completed CCTV of 19,140 feet of mainline.
- Completed cleaning of 38,872 feet of mainline.
- Completed 78 manhole inspections.
- Repaired 2 manholes.
- Completed root treatment in 3 manholes

ENGINEERING DEPARTMENT:

- Completed 229 underground utility locate requests.
- Issued 21 permits and completed 9 inspections.
- Construction continues with the Back Nine Sanitary Sewer Extension project. The underground infrastructure is now in place, the lift station is yet to be completed.
- Construction on the Cascade Court Project is complete. The City is finalizing negotiation with a home owner. The As-Built drawings and Engineer's letter of certification is pending.
- The Contractor has completed the installation of the sanitary sewer for the O'Brien heights subdivision. The easements have been filed. We are waiting final plat to begin warrantee period
- Black Avenue sewer replacement bid has closed and Cradar will be the contractor.
- Downtown Phase II sewer replacement Construction to begin 5/14/2018
- Garden Valley Sewer Replacement bid opening was on 5/3/2018 – Cradar was the only bidder
 - Bid Amount \$206,738—Engineers Estimate \$125,000

FINANCE DEPARTMENT:

- Vacancy Credits: 6 were processed for a total of \$325.00 in April.
- Credit cards/eChecks: 616 payments totaling \$31,061.85 were collected in April. 46 payments received at the counter, 28 by voice response system, and 542 on-line.
- Automatic Payments: 1,942 customer accounts are signed up. Received \$77,078.81 or approximately 14.0% of monthly billing.

The following are permits issued during the month of April, 2018:

1) NEW CONNECTIONS

(Construction of new single family residential units)

Single Family Residential:

- 335 Oak Valley Loop
- 553 Oak Valley Loop
- 565 Oak Valley Loop
- 123 Uriah Court

Commercial:

(Construction of new commercial structure(s)/facilities)

- None

2) RELAY PERMITS

(Repair and/or replacement of an existing building sewer line(s))

- 2540 NW Loma Vista Drive
- 1051 NE Central Street
- 748 SE Jackson Street
- 1350 SE Short Street
- 2923 NE Denn Street
- 2445 NE Diamond Lake Blvd.
- 925 NE Cedar Street
- 834 SE Fullerton Street
- 1592 SE Eddy Street
- 1980 NE Stephens Street
- 418 W Center Street
- 1588 NW Jefferson Street

3) DEMOLITION PERMITS

(Demolition of an existing structure)

- 853 NE Rifle Range Road
- 161 Turken Lane
- 3286 NE Douglas Avenue

4) MAIN LINE EXTENSIONS

(Extension of an existing and/or new sanitary sewer main line)

- None

5) MAINS AND LATERALS

(Installation of new sanitary sewer main line(s))

- None

6) SERVICE CONNECTIONS

(Existing stub-out to a property line)

- None

7) TAP CUTS

(Tap cut for connection to sanitary sewer main line)

- None

8) MANHOLE CORE DRILL

(Core drill manhole to connect sanitary sewer line and/or sanitary sewer main line)

- None

9) PLAN REVIEW

(Fee to review plans for new developments, subdivisions, etc.)

- 3101 Woodside Avenue



TO: Jim Baird, General Manager-RUSA
FROM: Jade Mecham, Project Manager
DATE: May 2, 2018
SUBJECT: April 2018 Monthly Report

OPERATIONAL ACTIVITIES

- 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 electrical consumption (based on meter readings) for April 2018, was 194,000 KWHRS with a total Effluent flow of 122.06 million gallons, all went to the river at Outfall 001. The April 2017 electrical consumption was 225,000 KWHRS with a total Effluent flow of 158.18 million gallons all of which went to the river at Outfall 001.
- The invasive plants were removed from the Anammox basin.
- All the lawns were sprayed with Moss Out, then later thatched, fertilized and reseeded.
- Soil samples were collected from several biosolids sites for analysis for nitrogen.
- Sent off dewatered and liquid biosolids samples to NRC for 2nd quarter analysis.

PRETREATMENT ACTIVITIES

The following pretreatment inspections were completed in April:

- *Umpqua Dairy*: This inspection and pH check was the semi-annual check. They were found to be in compliance.
- *Rosehaven Nursing Home*: Their outfall was in good condition.
- *Sizzler*: Their interceptor was losing grease, they were notified and will be checked again.
- *Two Shy Brewery*: The inspection at the clean out showed their discharge to be in satisfactory condition.
- *Subway*: The inspection at the clean out showed no grease in their discharge.

NATURAL TREATMENT SYSTEM (NTS)

- A new irrigation line (zone 1L) is being installed on the eastside of the property to take advantage of some un-irrigated land.
- Transplanting of cattails into the constructed wetlands near the pump station continued.
- We assisted in reviewing soils and ground water for possible wetlands development.

MAINTENANCE ACTIVITIES

- Replaced the diaphragm shaft bushing and end plate on the Primary Sludge Pump #1.
- Installed a UPS and cabinet to house the UPS for the SW5 Flow Meter.
- Replaced the 30-year-old VFD for the #2 WAS pump.
- Replaced the generator receptacles at #1 Wilbur, #2 Wilbur, Fairgrounds, Loma Vista, and Keady Court Lift Stations.
- Replaced the generator plug ends for the Multiquip Generator & the Onan Generator.

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.
- Number of QAQC results for permit: 101
12 BOD's 30 pH 13 Fecal/E. Coli
12 TSS 30 Cl2 Res. 4 Ammonia
- Precision results: Accuracy Results:
In Control: 101 In Control: 88
Out of control: 0 Out of Control: 0
- On 4/10/18, we sampled Lab water and shipped to NRC for testing.
- Ran curves for Nutrient testing.
- Ran samples of standards for all nutrients to set up Method Detection Limits for 2018.
- On 4/30/18, we shipped out Eureka probe serial # MT03162232 to have RCA connection repaired.

PERSONNEL/COMMUNITY SERVICE ACTIVITIES

- Chad assisted at our Sandy Project during the month.

UPCOMING EVENTS

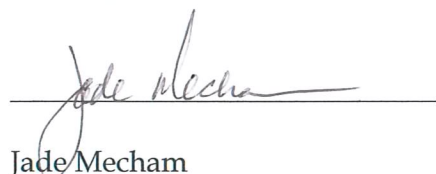
OPERATIONS/NTS:

- On May 1st the effluent will be redirected to the NTS (Outfall 002) for the next 6 months.
- Measurement probes will be placed in the river and Sylman creek.
- The new irrigation in zone 1L will be welded together and put into service.
- Repairs on sprinklers and rods will begin.

MAINTENANCE:

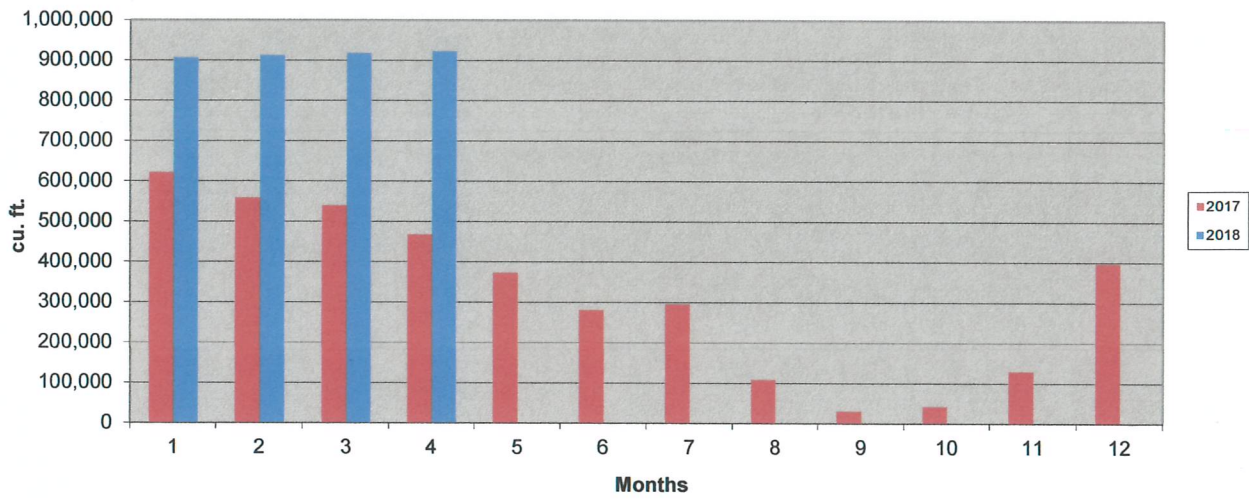
- Replaced Sludge Transfer VFD's.
- Rebuild the W-3 Strainer.
- Replace control floats with ultrasonic controls at both Wilbur Stations.

Enclosures: Boiler/Flare Gas Usage graphs
 Influent TSS/BOD and Effluent Flow Graphs
 12 Month Moving Avg.
 Violation Win-Limit Report

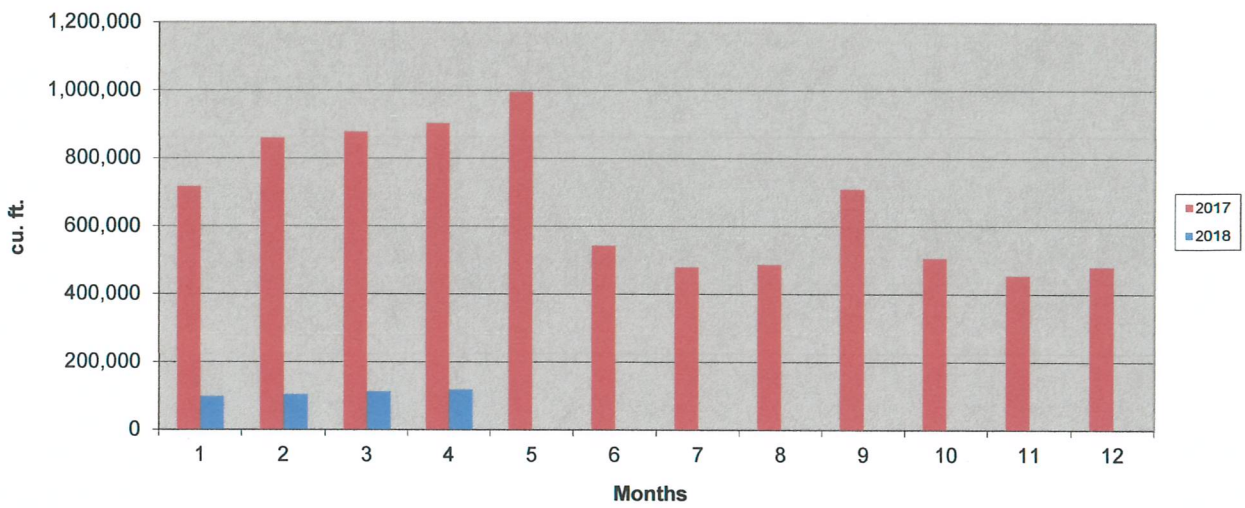
A handwritten signature in dark ink, appearing to read "Jade Mecham", is written over a horizontal line.

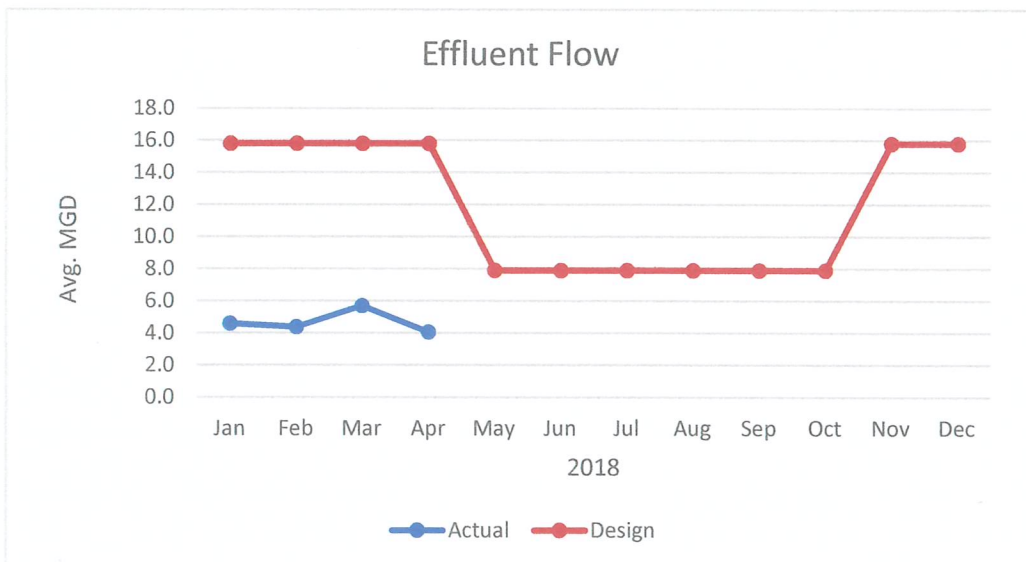
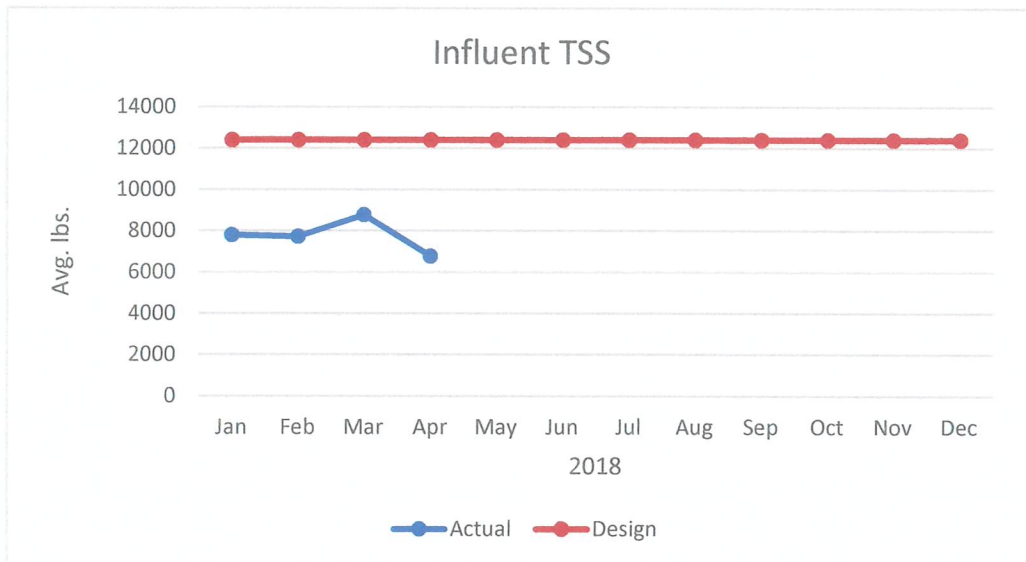
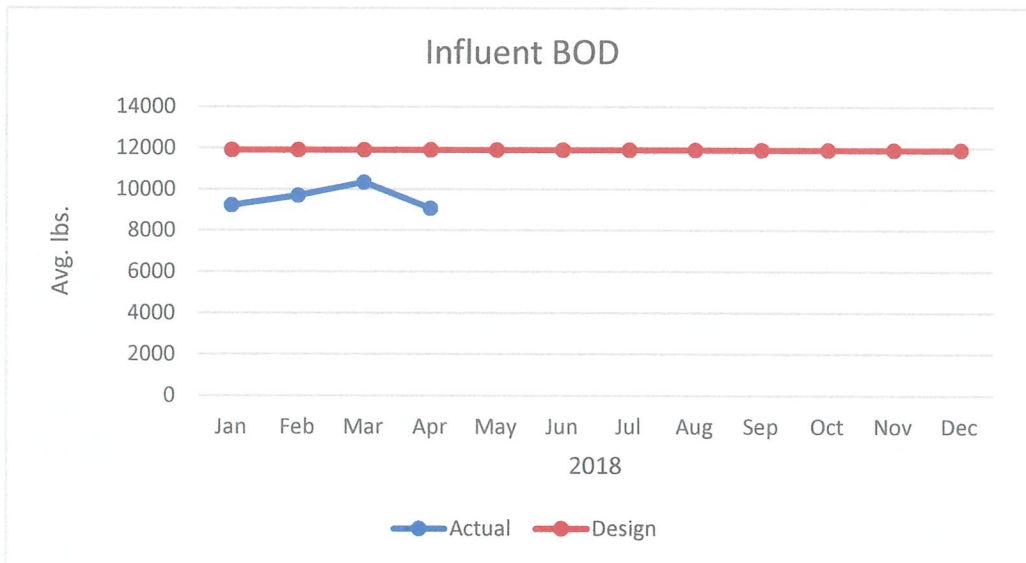
Jade Mecham
Project Manager
CH2M now Jacobs

BOILER GAS USAGE



FLARE GAS USAGE





12 MONTH MOVING AVERAGES

Month/Year	Plnt Inf Q Average MGD	Plnt Inf Average lbs/day CBOD /BOD	Plnt Inf Average lbs/day TSS
May-17	3.72	6888	6019
Jun-17	3.28	7194	5772
Jul-17	2.98	6661	5493
Aug-17	2.94	6326	5492
Sep-17	2.86	6750	5176
Oct-17	3.30	7816	6550
Nov-17	4.45	9093	7534
Dec-17	3.61	8340	6804
Jan-18	4.61	9227	7805
Feb-18	4.39	9702	7725
Mar-18	5.72	10343	8779
Apr-18	4.08	9078	6784
SUM	45.94	97418	79933
AVE	3.83	8118	6661
MAX	5.72	10343	8779
MIN	2.86	6326	5176

Limit Summary: (** designates values exceeding limit)
No values exceeding limit.

Location/Parameter	Units	Limit	Actual
Plnt Ef			
BOD 5 - BOD 5 Day 20 Deg C			
Average	MG/L	30	7.92
Max Weekly Avg (Wed Rule) , Beginning: 4/22/2018	MG/L	45	10
Average Loading	lb/day	3800	250
Max Weekly Avg (Wed Rule) Loading, Beginning: 4/22/2018	lb/day	5600.00	267
Plnt Ef			
pH Lab - pH Lab Standard Units			
Minimum , 4/15/2018	S.U.	6.10	6.58
Maximum , 4/3/2018	S.U.	8.50	7.05
Plnt Ef			
Solids TSS - Total Suspended Solids TSS			
Average	MG/L	30.00	6.83
Plnt Ef			
Solids TSS - Total Suspended Solids TSS			
Max Weekly Avg (Wed Rule) , Beginning: 4/22/2018	MG/L	45.00	9.33
Plnt Ef			
Solids TSS - Total Suspended Solids TSS			
Average Loading	lb/day	3800.00	215.03
Plnt Ef - Effluent			
E Coli - E Coli			
Average	MPN	126.00	8
Max Weekly Avg (Wed Rule) , Beginning: 4/22/2018	MPN	406.00	15
Plnt Ef			
Cl2 Residual - Chlorine Total Residual			
Average	MG/L	.5	0.02
Plant TSS Removal Efficiency			
Avg % Removal (Lower Limit)	%	85.00	97
Plant BOD Removal Efficiency			
Avg % Removal (Lower Limit)	%	85.00	97
South Bank 004			
Flow Mgd - Flow Thru Treatment Plant Mgd			
Maximum	MGD	0.00	
Outfall #3 Flow			
Flow Mgd - Flow Thru Treatment Plant Mgd			
Sum	MGD	0.00	

CASH DISBURSEMENT RECAP BOARD MEETING MAY 9, 2018

Cash Disbursements Since the Last Board Meeting

All Funds:

Total of Prepaid Checks & ACH Transactions	75,892.02
Total of Regular Checks & ACH Transactions	<u>447,126.52</u>

Total Expenditures (not including Payroll)	<u>523,018.54</u>
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Payroll:

Net Payroll - April 2018	53,332.15
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All Checks & ACH Transactions since the Board Meeting of April 11, 2018	<u>576,350.69</u>
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Accounts Payable

Checks by Date - Detail by Check Date

User: christine
Printed: 5/4/2018 12:32 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	02669	PERS Deposit	04/12/2018	
	MARCH 18 PR	PR Batch 00001.03.2018 PERS W/Held	PR Batch 00001.03.2018 PER	3,787.98
	MARCH 18 PR	PR Batch 00001.03.2018 PERS Pick-Up	PR Batch 00001.03.2018 PER	651.54
	MARCH 18 PR	PR Batch 00001.03.2018 OPSRP-Not W/Held	PR Batch 00001.03.2018 OPS	3,627.92
	MARCH 18 PR	PR Batch 00001.03.2018 PERS - Not W/Held	PR Batch 00001.03.2018 PER	7,361.16
Total for this ACH Check for Vendor 02669:				15,428.60
Total for 4/12/2018:				15,428.60
ACH	ASIFLEX	ASIFlex	04/30/2018	
	April 18 PR	PR Batch 00001.04.2018 Flexible Spending Acco	PR Batch 00001.04.2018 Flex	1,263.85
	April 18 PR	PR Batch 00001.04.2018 Dependent Care FSA	PR Batch 00001.04.2018 Dep	83.33
Total for this ACH Check for Vendor ASIFLEX:				1,347.18
ACH	DNB	Internal Revenue Service	04/30/2018	
	April 18 PR	PR Batch 00001.04.2018 FICA - Employee	PR Batch 00001.04.2018 FIC.	4,692.64
	April 18 PR	PR Batch 00001.04.2018 FICA - Employer	PR Batch 00001.04.2018 FIC.	4,692.64
	April 18 PR	PR Batch 00001.04.2018 Medicare - Employee	PR Batch 00001.04.2018 Med	1,097.48
	April 18 PR	PR Batch 00001.04.2018 Medicare - Employer	PR Batch 00001.04.2018 Med	1,097.48
	April 18 PR	PR Batch 00001.04.2018 Federal Income Tax	PR Batch 00001.04.2018 Fed	5,508.99
Total for this ACH Check for Vendor DNB:				17,089.23
ACH	OR-Rev	Oregon Dept. of Revenue	04/30/2018	
	April 18 PR	PR Batch 00001.04.2018 Oregon W/Held	PR Batch 00001.04.2018 Ore	4,409.82
Total for this ACH Check for Vendor OR-Rev:				4,409.82
ACH	PBPP	Pitney Bowes Purchase Power	04/30/2018	
	April 2018	Postage meter refill		301.50
Total for this ACH Check for Vendor PBPP:				301.50
48290	CIS INS	CIS Trust	04/30/2018	
	April 18 PR	PR Batch 00001.04.2018 CCIS Insurance AD&I	PR Batch 00001.04.2018 CCI	19.37
	April 18 PR	PR Batch 00001.04.2018 Dental & Vision	PR Batch 00001.04.2018 Den	3,085.34
	April 18 PR	PR Batch 00001.04.2018 Voluntary Dependent I	PR Batch 00001.04.2018 Volu	29.60
	April 18 PR	PR Batch 00001.04.2018 Voluntary Life Insuran	PR Batch 00001.04.2018 Volu	255.55
	April 18 PR	PR Batch 00001.04.2018 Life Insurance - er	PR Batch 00001.04.2018 Life	133.73
	April 18 PR	PR Batch 00001.04.2018 Life Insurance - Spous	PR Batch 00001.04.2018 Life	129.68
	April 18 PR	PR Batch 00001.04.2018 CCIS Insurance Long-	PR Batch 00001.04.2018 CCI	228.79
	April 18 PR	PR Batch 00001.04.2018 Medical Ins w/RX	PR Batch 00001.04.2018 Med	24,509.17
	April 18 PR	PR Batch 00001.04.2018 Short-Term Disability	PR Batch 00001.04.2018 Sho	102.13
Total for Check Number 48290:				28,493.36
48291	PEBS CO	Nationwide Retirement Solutions	04/30/2018	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	April 18 PR	PR Batch 00001.04.2018 PEBSCO	PR Batch 00001.04.2018 PEB	2,225.00
	MARCH 18 PR	PR April Deferred Comp		250.00
Total for Check Number 48291:				2,475.00
48292	Express	Express Services, Inc.	04/30/2018	
	20428480	Administrative Assistant-Week of 4/8/18		917.20
	20457924	Administrative Assistant-Week of 4/15/18		917.20
	20494394	Administrative Assistant-Week of 4/22/18		917.20
Total for Check Number 48292:				2,751.60
48293	UB*00035	TROY MILLS	04/30/2018	
		Refund Check		10.00
		Refund Check		2.50
		Refund Check		47.50
Total for Check Number 48293:				60.00
48294	SAFEDIR 9058	Safety Directions, LLC Asbestos Worker Refresher course	04/30/2018	
Total for Check Number 48294:				320.00
48295	SHRED-IT 8124565852	Shred-It USA Shred services	04/30/2018	
Total for Check Number 48295:				78.40
48296	USPS April 2018	US Postal Service Postage to May UB Bills	04/30/2018	
Total for Check Number 48296:				2,457.00
48297	VERIZON 9805382862 9805382870	Verizon Wireless Cellular phone usage TV Van wireless	04/30/2018	
Total for Check Number 48297:				528.81 39.02
Total for Check Number 48297:				567.83
48298	UB*00034	ASTHIKA WELIKALA	04/30/2018	
		Refund Check		18.75
		Refund Check		4.69
		Refund Check		89.06
Total for Check Number 48298:				112.50
Total for 4/30/2018:				60,463.42
Report Total (14 checks):				75,892.02

Accounts Payable

Checks by Date - Detail by Check Date

User: christine
Printed: 5/4/2018 12:45 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	CompuChk C1042594	Compuchecks.com Reorder Checks	05/09/2018	138.89
Total for this ACH Check for Vendor CompuChk:				138.89
ACH	STAPLES 2046949001 2046949001 2068123041 2068123041	Staples Credit Plan Pens/trash bags Ink Cartridges for Superintendent printer kitchen supplies/binders Pens/budget supplies	05/09/2018	19.68 145.96 45.70 58.97
Total for this ACH Check for Vendor STAPLES:				270.31
48299	WP April 2018	Avista Utilities Natural Gas Usage-Admin Building	05/09/2018	156.26
Total for Check Number 48299:				156.26
48300	BANNERMC CM 042718 DF 041118 DF 042518 DF 042718 DF 042818 GO 041118a GO 041118b JB 042518 JB 042718a JB 042718b JB 042718c KB 040618a KB 040618b KB 042018 MC 040118 MC 041718 MC 042318 MC 042718a MC 042718b RC 041118a RC 041118b RC 041218 RK 040218 RK 041318 RK 041718a RK 041718b SL 040218 SL 040318 SL 040418 SL 040418b SL 041818	BANNER BANK Microsoft-Office 365 Business subscription (11) Amazon Prime Membership to get free 2 day air Acronis - True Image 2018 for PC Newegg - Switch for network upgrade Amazon - POE Injectors for network upgrade Douglas County - Record Easement for O'Brien Douglas County - Credit Card fee for recording c Jimmy's On Broadway-PNCWA Board Mtg (Me Diamond Parking-PNCWA Board Mtg parking-J Shell-PNCWA Board Mtg-fuel, Jim B Arby's-PNCWA Board Mtg meal-Jim B Safeway - donuts for Asbestos Class Auto Zone - Anti-fog for TV camera lens DC Farmers Co-op - 1 gallon Crossbow Roseburg Urgent Care - CDL physical for Lelanc Abbys Pizza - UBOS lunch - MC, RC, LM, KB, Medic First Aid - Student handbooks for CPR cl Coastal - Steel Toe Boots - Matt Home Depot - 2 cycle oil for weedeaters Pape Kenworth - Lube, oil & filter for B6 Home Depot - Side boards for dump trucks Home Depot - Concrete adhesive Western State Alliance-Fog forum & Workshop (Adobe Systems, Inc.-Adobe Pro for Ryon's Com Best Western-2 nights Lodging-FOG Forum-Ryc Best Western-meal-FOG Forum-Ryon K Apple Peddler - Dinner - Asbestos Class - Steve Pineroom - Dinner - Asbestos Class - Steve Best Western - Lodging - Asbestos Class - Steve Vida Cafe - Lunch - Asbestos Class - Steve ABC - Wastewater PO Certification - Steve	05/09/2018	137.50 12.99 26.99 120.69 134.97 102.00 2.54 37.32 22.07 55.81 13.27 5.00 3.99 43.99 118.00 62.73 95.38 127.99 35.64 279.00 62.68 29.94 375.00 179.88 204.22 15.50 15.99 21.00 204.22 12.75 145.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	SL 042018a	WEF - Membership renewal - Steve, Jim, Ryon		440.00
	SL 042018b	WEF - Wastewater Online Class - Steve		31.50
	SL 042718	WEF - Wastewater Book - Steve		43.55
Total for Check Number 48300:				3,219.10
48301	BATT PLU	Batteries Plus #208	05/09/2018	
	858-315602	2-UPS for client PCs		53.90
	858-315602	4-UPS for server		219.80
Total for Check Number 48301:				273.70
48302	OMI	CH2MHill OMI	05/09/2018	
	67119	NTS Monitoring Report & Farm Operation Plan		22,155.16
	67131	Professional services per Agreement		120,453.57
Total for Check Number 48302:				142,608.73
48303	C ROSE	City of Roseburg	05/09/2018	
	INV04293	IGA-Downtown Rsbj Improvement Phase II		172,629.50
	INV04294	IGA-Black Avenue Improvements		92,302.61
Total for Check Number 48303:				264,932.11
48304	WATER	City of Roseburg	05/09/2018	
	April 18 Bulk	Bulk water usage & water permit-April		111.40
Total for Check Number 48304:				111.40
48305	CORIX	Corix Water Products (US) Inc.	05/09/2018	
	17813011168	Test plugs for stock		162.72
Total for Check Number 48305:				162.72
48306	CORRECT	Correct Equipment, Inc.	05/09/2018	
	37289	(3) Pulsar Transducer W/Ultra 3 Series Controlle		5,570.00
Total for Check Number 48306:				5,570.00
48307	DJC	Daily Journal of Commerce Inc	05/09/2018	
	743741561	Bid Advertisement-Garden Valley Sewer replace		413.40
Total for Check Number 48307:				413.40
48308	SHAUN	DC Precisions Lube & Tune	05/09/2018	
	23638	Oil Change-'11 Ford F-450 PU		32.39
	23639	Oil Change-'14 Ford F-450 PU		32.39
	23841	Oil Change-'11 Ford F-550 PU		32.39
Total for Check Number 48308:				97.17
48309	DEQ	Dept of Environmental Quality	05/09/2018	
	Matt C-IV Coll	Matt C-Cert fee for Collection IV & Treatment I		160.00
Total for Check Number 48309:				160.00
48310	DCPW	Douglas County Public Works	05/09/2018	
	453483	Grit & Screenings to land fill		264.99
	453573	Wood & Landscape materials to landfill		9.72
	453664	Wood & Landscape materials to landfill		12.42
Total for Check Number 48310:				287.13

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
48311	DFN	Douglas Fast Net	05/09/2018	
	May 2018 Admin	Internet Services-Admin	Service: 14806	202.71
	May 2018 High	Internet Services-Highland PS	Service: 105797	64.14
	May 2018 Host	Admin Hosting		10.28
	May 2018 Keady	Internet Services-Keady Ct	Service: 106289	64.14
	May 2018 NBank	Internet Services-No. Bank PS	Service: 105793	61.64
	May 2018 NTS	Internet Services-NTS	Service: 23920	51.37
	May 2018 Wilb1	Internet Services-Wilbur 1 PS	Service: 105796	64.14
	May 2018 Wilb2	Internet Services-Wilbur 2 PS	Service: 105794	61.64
	May 2018 Winch	Internet Services-Winchester P	Service: 105795	64.14
Total for Check Number 48311:				644.20
48312	EARTH 412304	EARTH20 Bottled water	05/09/2018	
Total for Check Number 48312:				39.70
48313	Express 20524065	Express Services, Inc. Administrative Assistant-Week of 4/29/18.	05/09/2018	
Total for Check Number 48313:				848.41
48314	FASTENAL ORROS189304	Fastenal Company Gloves, bin with divider	05/09/2018	
Total for Check Number 48314:				183.52
48315	FLURY D1777	Flury Supply Company lube for flusher trucks	05/09/2018	
Total for Check Number 48315:				14.94
48316	GRAPHDIM 1306 1336	Graphic Dimensions, Inc. Utility billing card stock Cutting of May Utility bills	05/09/2018	
Total for Check Number 48316:				2,120.50 32.40 2,152.90
48317	COASTAL H45808	John Deere Financial f.s.b. Rat Bait	05/09/2018	
Total for Check Number 48317:				57.98
48318	MSTRCR 2841J	MasterCare Cleaning Co Inc Janitorial Services-April	05/09/2018	
Total for Check Number 48318:				390.00
48319	NEWS-REV 16032 16515	The News-Review Notice of Budget Committee Mtg Bid advertisement-Garden Valley Sewer replacer	05/09/2018	
Total for Check Number 48319:				136.90 415.80 552.70
48320	OR-LIN 177004 179883 182775 185627	Oregon Linen, Inc. Laundry service and mats Laundry service Laundry service Laundry service	05/09/2018	
				64.55 24.60 24.60 24.60

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 48320:				138.35
48321	OHDDoor 103636	Overhead Door Co. of Roseburg Add safety edges to 2 door at Goedeck shop	05/09/2018	347.00
Total for Check Number 48321:				347.00
48322	PPL APR 2018 411LMC APR 2018 411LMS APR 2018 425LM APR 2018 Admin APR 2018 High APR 2018 Keady APR 2018 LV APR 2018 N Bank APR 2018 NTS PS APR 2018 NTSG APR 2018 SBank APR 2018 Wilb1 APR 2018 Wilb2 APR 2018 WWTP1 APR 2018 WWTP2	Pacific Power Contract-411 LM-Storage Bldg Usage-411 LM-Storage Bldg Power Usage-425 Long Meadow Power Usage-Admin Bldg Power Usage-Highland PS Contract Min&Usage-Keady Ct PS Power Usage-Loma Vista PS Power Usage-North Bank PS Contract/Power Usage-NTS PS Power Usage-140 LM-NTS Gate Power Usage-South Bank PS Power Usage-Wilbur 1 PS Power Usage-Wilbur 2 PS Power Usage-WWTP 1 Power Usage-WWTP 2	05/09/2018	11.36 35.44 10.48 695.00 1,342.96 197.22 135.42 152.96 1,791.63 19.41 2,204.28 121.23 173.64 13,900.57 28.10
Total for Check Number 48322:				20,819.70
48323	PLATT2 R296178	Platt Electric Supply Patch cords-Network upgrade	05/09/2018	12.83
Total for Check Number 48323:				12.83
48324	Premium 21327	Premium Landscape, Inc. Landscaping service-April	05/09/2018	180.25
Total for Check Number 48324:				180.25
48325	A&I 780744	Roseburg Auto & Truck Supply Diesel Exhaust fluid	05/09/2018	20.00
Total for Check Number 48325:				20.00
48326	RSBG-DIS 1018826	Roseburg Disposal Company Garbage Service-April	05/09/2018	56.50
Total for Check Number 48326:				56.50
48327	TECHUNL 323648	Technology Unlimited, Inc AQ2 Annual support & license fee (remit system)	05/09/2018	126.00
Total for Check Number 48327:				126.00
48328	UBWA April 18 411LM April 18 425LM April 18 606LM	Umpqua Basin Water Association Water Usage-411 Long Meadows Base Rate-425 Long Meadows Base Rate-606 Long Meadows	05/09/2018	53.33 20.00 20.00
Total for Check Number 48328:				93.33
48329	UMP-SAND 48122 48123	Umpqua Sand & Gravel Excavation material - NTS Excavation material - NTS	05/09/2018	58.10 22.33

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	48166	Excavation material - NTS		27.43
			Total for Check Number 48329:	107.86
48330	WECO April 2018	WECO Fuel Usage-April	05/09/2018	1,731.08
			Total for Check Number 48330:	1,731.08
48331	WILLGRAY 16526993 16553492	Willamette Graystone, LLC Large pallet baggies Red Speedcrete and bonding adhesive	05/09/2018	3.50 204.85
			Total for Check Number 48331:	208.35
			Total for 5/9/2018:	447,126.52
			Report Total (35 checks):	447,126.52