Roseburg Urban Sanitary Authority

1297 N.E. Grandview Drive

Roseburg, OR 97470

REGULAR MONTHLY BOARD MEETING

November 12, 2026

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ROSEBURG URBAN SANITARY AUTHORITY AGENDA – November 12th, 2026 – 4:00 pm Regular Meeting

Board Room, Administrative Offices

1297 NE Grandview Dr., Roseburg, Oregon 97470

Public Online Access

1. Call to Order – Chair Wood
2. Roll Call

   Kelsey Wood Tom Dole Robin Van Winkle
   Rob Lieberman Mike Baker
3. Audience Participation – In-Person / via Zoom® - On agenda items
4. Consent Agenda
   a. Minutes of October 14th, 2026, Regular Board meeting
   b. Accounts Payable
5. General Managers Report
   a. WWTP Solar – Project No. 24011
      i. Project Update
   b. Admin Office Solar – Project No. 24012
      i. Project Update
      ii. Ribbon cutting ceremony
   c. NTS Solar – Project No. 25001
      i. Project Update
   d. Goedeck Trunk Rehabilitation – Project No. 25004
      i. Project Update
   e. WRF SCADA Roadmap Assessment – Project No. 26001
      i. Project Update
   f. Freemont Ave Sewer Replacement - Project No. 26004
      i. Project Update
   g. WWTP Pump Replacement – Project No. 26005
      i. Project Update
   h. Flow Monitoring – Project No. 26008
      i. Project Update
6. New Developments
7. Staff Report
8. Plant Operations Report – Jacobs
9. Other Business
10. Audience Participation – In-Person / via Zoom® - Off agenda items
11. Executive Session ORS 192.660(2)(c)
12. Adjourn

AMERICANS WITH DISABILITIES ACT NOTICE

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

ROSEBURG URBAN SANITARY AUTHORITY
MEETING OF THE BOARD OF DIRECTORS
MINUTES

Kelsey Wood, called the regular monthly Board Meeting to order at 4:02 p.m. on October 14, 2026. The Board Meeting was held in-person and remotely broadcast by Zoom® Meeting.

ROLL CALL

Directors

Present: Kelsey Wood, Robin Van Winkle, Tom Dole & Mike Baker

Absent: Rob Lieberman

Others present: General Manager Jim Baird, Office Assistant II Harmony Williams, Collections Superintendent Steve Lusch, Engineering & Operations Manager Ryon Kershner & Jacobs Project Manager Dan Prather

Consent Agenda

Mike Baker moved to approve the following Consent Agenda items:

A. Minutes of the September 9, 2026 Regular Board Meeting
B. Accounts Payable

Robin Van Winkle seconded the motion.

Kelsey Wood requested Roll Call for the motion to approve Consent Agenda items.

Vote By Roll Call

Robin Van Winkle	Yes
Rob Lieberman	
Tom Dole	Yes
Kelsey Wood	Yes
Mike Baker	Yes

The motion was passed with a 4/0 vote

Roseburg Urban Sanitary Authority Contract Review Board

Kelsey Wood opened the Roseburg Urban Sanitary Authority Contract Review Board. Staff presented a recommendation to approve the issuance of a Notice of Intent to Award to Jacobs Engineering Group Inc. for engineering services associated with the WWTP Pump Replacement – 30% Design project in the negotiated Not-to-Exceed amount of $301,445.

Robin Van Winkle made a motion to issue a Notice of Intent to Award to Jacobs Engineering Group Inc. for $301,445.
Mike Baker seconded the motion.

Kelsey Wood requested Roll Call for the motion to issue a Notice of Intent to Award to Jacobs Engineering Group Inc. for $301,445.

Vote By Roll Call

Robin Van Winkle	Yes
Rob Lieberman	
Tom Dole	Yes
Kelsey Wood	Yes
Mike Baker	Yes

The motion was passed with a 4/0 vote

At this time Kelsey Wood reconvened the regular Board Meeting.

General Managers Report

WWTP Solar – Project No. 24011
Ameresco is working on completing the 100% design to submit to DEQ for approval. We are working with Pacific Power to complete the inter-connection agreement. We are finalizing the Construction Management and General Contractor (CM/GC) contract amendment to include the construction phase of the project.

Admin. Office Solar – Project No. 24012
The project has been completed. The dashboard is up and running providing a display of the energy output and power savings. The Oregon Department of Energy completed a project inspection on October 13th to finalize the project. The ribbon cutting ceremony was held on October 13th.

NTS Solar -Project No. 25001
The DEQ has approved the final 100% plans for construction. We have submitted the plans to Douglas County Planning Department for planning approval and issuance of a building permit.

Emergency Declaration

Walmart MH Repair – Project No. 25006
Black Pearl has completed the bank stabilization. Dyer Partnership Engineering & Planning has submitted the final documentation required under the permit.

Sleepy Hollow Creek Main repair – Project No. 25005
Black Pearl has completed the bank stabilization and channel work. Dyer Partnership Engineering & Planning has submitted the documentation required under the permit.

Goedeck Trunk Rehabilitation - Project No. 25004
Allied Plumbing and Pumps LLC have submitted progress payment #1 in the amount of $307,562.50. The contractor has installed approximately 12% of the 36" cured-in-place pipe. The project engineer, Rob Lee, and staff have reviewed the progress pay request and would recommend that the Board approve PPR #1 in the amount of $307,562.50.

Mike Baker made a motion to approve progress payment No. 1 to Allied Plumbing and Pumps LLC in the amount of $307,562.50.
Robin Van Winkle seconded the motion.

Kelsey Wood requested Roll Call for the motion.

Vote By Roll Call

Robin Van Winkle	Yes
Rob Lieberman	
Tom Dole	Yes
Kelsey Wood	Yes
Mike Baker	Yes

The motion was passed with a 4/0 vote

WRF SCADA Road Map Assessment – Project 26001
Control Systems NW is moving forward on the project. The contractor has submitted a schedule to complete the project by December 15th, 2026.

Freemont Ave. Sewer Replacement – Project No. 26004
The project engineering firm, Dyer Partnership Engineers & Planners, has completed the plans and specifications. Staff are working to solicit bids from selected contractors to complete the project.

WWTP Pump Replacement – Project No. 26005
Staff have provided a recommendation to the board to issue the Intent to Award to Jacobs Engineering for engineering services associated with the project to 30% design phase in a not-to-exceed amount of $301,445.

Jacobs Plant Operations Report

Dan Prather advised that the treatment facility averaged 98% BOD removal and 97% Total Suspended Solids removal during September. The total Effluent flow was 81.61 million gallons, all of which went to the NTS at Outfall 002.

Other Business

Staff informed the Board that sometime over the next year or so, Umpqua Dairy intends to start pretreating waste using a Dissolved Air Flotation System (DAF).

Robin Van Winkle presented staff with a Doulas County Best Place for Working Parents 2026 award from Douglas Education Service District. This award recognizes RUSA's commitment to supporting working parents.

Meeting was adjourned at 4:39 pm.

Attached Additional Items Presented

None.

Respectfully submitted,



Harmony Williams
Office Assistant II

CASH DISBURSEMENT RECAP
BOARD MEETING NOVEMBER 12, 2026

Cash Disbursements Since the Last Board Meeting

All Funds:		
	Total of Prepaid Checks & ACH Transactions	263,909.75
	Total of Regular Checks & ACH Transactions	970,692.56
	Total Expenditures (not including Payroll)	1,234,602.31
Payroll:		
	Net Payroll - October 30, 2026	100,329.52
All Checks & ACH Transactions since the Board Meeting of October 14, 2026		1,334,931.83

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	Jacobs	Jacobs Engineering Group Inc	10/30/2026	
	35128939-05	Professional Services per Agreement	ROSEB-3	160,637.58
			Total for this ACH Check for Vendor Jacobs:	160,637.58
ACH	ASIFLEX	ASIFlex	10/30/2026	
		PR Batch 00001.10.2026 Flexible Spending Acc	PR Batch 00001.10.2026 Flex	1,640.00
		PR Batch 00001.10.2026 Dependent Care FSA	PR Batch 00001.10.2026 Dep	775.00
			Total for this ACH Check for Vendor ASIFLEX:	2,415.00
ACH	CIS INS	CIS Trust	10/30/2026	
		PR Batch 00001.10.2026 Life Insurance - er	PR Batch 00001.10.2026 Life	132.22
		PR Batch 00001.10.2026 Accident Insurance	PR Batch 00001.10.2026 Acc	147.55
		PR Batch 00001.10.2026 Short-Term Disability	PR Batch 00001.10.2026 Sho	79.23
		PR Batch 00001.10.2026 CCIS Insurance AD&D	PR Batch 00001.10.2026 CCI	18.70
		PR Batch 00001.10.2026 Trauma	PR Batch 00001.10.2026 Trau	100.00
		PR Batch 00001.10.2026 Identity Protection	PR Batch 00001.10.2026 Iden	117.65
		PR Batch 00001.10.2026 Voluntary Dependent L	PR Batch 00001.10.2026 Volu	37.24
		PR Batch 00001.10.2026 Critical Illness Insuran	PR Batch 00001.10.2026 Criti	195.50
		PR Batch 00001.10.2026 Medical Ins w/RX	PR Batch 00001.10.2026 Med	39,070.22
		PR Batch 00001.10.2026 Hospital Indemnity	PR Batch 00001.10.2026 Hos	60.50
		PR Batch 00001.10.2026 Life Insurance - Spous	PR Batch 00001.10.2026 Life	341.27
		PR Batch 00001.10.2026 Voluntary Life Insuran	PR Batch 00001.10.2026 Volu	1,166.45
		PR Batch 00001.10.2026 Dental & Vision	PR Batch 00001.10.2026 Den	3,389.29
		PR Batch 00001.10.2026 CCIS Insurance Long-T	PR Batch 00001.10.2026 CCI	189.24
			Total for this ACH Check for Vendor CIS INS:	45,045.06
ACH	DNB	Internal Revenue Service	10/30/2026	
		PR Batch 00001.10.2026 Federal Income Tax	PR Batch 00001.10.2026 Fed	12,726.72
		PR Batch 00001.10.2026 FICA - Employer	PR Batch 00001.10.2026 FIC	8,124.90
		PR Batch 00001.10.2026 Medicare - Employee	PR Batch 00001.10.2026 Med	2,254.26
		PR Batch 00001.10.2026 FICA - Employee	PR Batch 00001.10.2026 FIC	8,124.90
		PR Batch 00001.10.2026 Medicare - Employer	PR Batch 00001.10.2026 Med	2,166.38
			Total for this ACH Check for Vendor DNB:	33,397.16
ACH	OR-Rev	Oregon Dept. of Revenue	10/30/2026	
		PR Batch 00001.10.2026 Oregon W/Held	PR Batch 00001.10.2026 Oreg	9,657.19
			Total for this ACH Check for Vendor OR-Rev:	9,657.19
ACH	PEBSCO	Nationwide Retirement Solutions	10/30/2026	
		PR Batch 00001.10.2026 Nationwide-Deferred C	PR Batch 00001.10.2026 Nati	4,850.00
		PR Batch 00001.10.2026 Roth Contribution	PR Batch 00001.10.2026 Roth	200.00
			Total for this ACH Check for Vendor PEBSCO:	5,050.00
			Total for 10/30/2026:	256,201.99

Check No	Vendor No / Invoice No	Vendor Name / Description	Check Date / Reference	Check Amount
ACH	Pathpnt	Path Point Merchant Services LLC	11/02/2026	
	Oct 2026	Credit/Debit card merchant service fees		3,203.97
			Total for this ACH Check for Vendor Pathpnt:	3,203.97
			Total for 11/2/2026:	3,203.97
ACH	Xpress	Xpress Bill Pay	11/05/2026	
	INV-XPR041863	Web, phone and text transactions, maintenance a		4,503.79
			Total for this ACH Check for Vendor Xpress:	4,503.79
			Total for 11/5/2026:	4,503.79
			Report Total (8 checks):	263,909.75

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	AT&T	AT & T Mobility	11/12/2026	
	X10252026	Monthly wireless telephone services		516.57
		Total for this ACH Check for Vendor AT&T:		516.57
ACH	Cintas	Cintas Corporation No. 3	11/12/2026	
	4284820987	Soap and toiletries service		54.53
	4286344101	Soap and toiletries service		54.53
	5366160609	First aid cabinet service		8.03
	9397252678	2 - Waterbreak cooler agreements		90.00
		Total for this ACH Check for Vendor Cintas:		207.09
ACH	Jacobs	Jacobs Engineering Group Inc	11/12/2026	
	351289OS-NT-14	Engineering Support		8,442.35
		Total for this ACH Check for Vendor Jacobs:		8,442.35
ACH	TEKMAN	TEKMANAGEMENT, INC.	11/12/2026	
	107187	Microsoft Office 365 Project Plan 3 - Annual		360.00
	107316	Secure multi-factor authentication		96.00
	107316	Encryption of laptops		107.25
	107316	Backup & Recovery Services		565.00
	107316	Penetration Testing		253.84
	107316	DNS Filter (security)		32.00
	107316	Server Maint & monitoring		1,707.70
	107316	Cloud storage-server backups		96.00
	107316	Priveleged Access Mgmt Software		35.20
	107316	Mobile Device Mgmt and Remote Monitoring, P		400.00
		Total for this ACH Check for Vendor TEKMAN:		3,652.99
53624	AlliedT	Allied Trenchless	11/12/2026	
	121370382	Geodeck Trunk Rehabilitation Project Pay Est #2		771,919.00
	121370382ret	Geodeck Trunk Rehabilitation Project Pay Est #2		-38,595.95
		Total for Check Number 53624:		733,323.05
53625	WP	Avista Utilities	11/12/2026	
	Oct 2026	Natural gas service		29.97
		Total for Check Number 53625:		29.97
53626	BANNERMC	BANNER BANK	11/12/2026	
	AA092926	Staples - Kitchen/Office supplies		95.96
	AA100126	Amazon - Pens		31.16
	AA100426	Amazon - Office/Kitchen supplies		57.03
	AA100626	SDAO - 1 Day training summit		75.00
	AA101226a	Staples - Paper		94.97
	AA101226b	Staples - Toner		235.89
	AA101326	Georgies - Meal for training summit		35.95

Check No	Vendor No / Invoice No	Vendor Name / Description	Check Date / Reference	Check Amount
	AA101426a	Georgies - Meal for training summit		22.95
	AA101426b	Hallmark Resort Newport - Lodging for training		255.52
	AA101526a	Bio-Med Testing - DER/Reasonable suspicion tr		60.00
	AA101526b	Centennial Medical - Vaccination Titers BM		61.00
	AA101526c	Centennial Medical - DOT physcial - RC		110.00
	AA102226	Safeway - Get Well Flowers for Christine		30.48
	AA102426	Amazon - Plant Stand		40.27
	AB100126	KNOX COMPANY- KNOX PADLOCK FOR W		141.00
	AB101526	BAGEL TREE-SNACKS FOR STAFF MEETIN		51.95
	BM100626	Home Depot (Extension cords for ribbon cutting		680.40
	BM100826	Home Depot (New door to flusher bays)		531.77
	BM101326	Fred Meyer (Ice for ribbon cutting)		12.00
	CM092726a	Safeway-Biofest Conference Meal		27.65
	CM092726b	Campbells-Biofest Conf Meal, Christine		30.81
	CM092726c	Campbells Lodge-Biofest Conf Lodging		764.70
	CM092826a	Blueberry Hills-Biofest Conf Meal, Christine		27.32
	CM092826b	Chelan Ridge Winery-Biofest Meal-Christine		59.36
	CM092926	LaBrisa-Meal for Biofest Conf-CM		27.32
	CM093026a	Brothers Jons-Meal, Biofest Conf-CM		28.00
	CM093026b	Red Lion-Biofest Conf Lodging-CM		173.21
	CM100826	TimeValue Software-SDC Billing Sofware		60.00
	CM101526	GFOA - Annual membership dues		200.00
	DEV100826	DEQ certification renewal - Devin		209.04
	DEV100826fee	DEQ YDO FEES - Devin		4.81
	DF093026	Train HR-Online class; How to Use Claude with		199.00
	DF100726	Amazon-Monitor which was refunded above.		788.99
	DF100826	Amazon-Docking station for Christine's new lapt		234.00
	DF100926a	Amazon-Printer for Christine for W.F.H.		438.90
	DF100926b	Amazon-Ubiquiti outdoor WAP		364.00
	DF101026a	Zoom-Virtual meeting software for board meetin		148.00
	DF101026b	Amazon-Printer cables for Christine's Printer (ab		24.52
	DF101226	Amazon-Keyboard/mouse for Christine's Laptop		428.41
	DF101326	Pcloud-File sharing website for large files		29.97
	DF101526	Amazon-Refund for monitor that didn't show up.		-788.99
	DF101626	Amazon-reorder Christine's Monitor		798.99
	DF101726	Amazon-Mouse Jiggler for front counter PC		19.99
	HW100526	Abby's Pizza - Lunch Meeting with Staff		156.20
	HW101426	Safeway - Board Meeting Snacks		7.99
	HW102026	Simple In/Out-Annual Location Service		211.42
	JAKE100826	Home Depot-Service Truck Supplies		302.66
	JAKE101326	APWA - Public Works Leadrship Institute Cours		885.00
	JAKE102026	ABBYS Winston-SOOS-JB,SL,KB,SO,RC,JB,A		133.25
	JAKE102226	Home Depot-Shop Vac & Supplies		135.90
	JB092926a	Campbell's - Lodging - BioFest		764.70
	JB092926b	Campbell's - Meals - BioFest		32.80
	JB093026	Bavarian Lodge - Lodging - BioFest		323.77
	JB100626	Annual Membership - Chamber		375.00
	JB101326	CHATGBT - Subscription		8.00
	JB102726	Lunch Meeting - Chamber		40.00
	KB102126	HEYDUDE - Kyle safety boots		124.99
	NW100626a	Dairy Queen - Cake for Jim's Birthday		36.99
	NW100626b	Jimmy John's - Sandwiches for Staff Lunch		152.00
	NW101426a	Roseburg Chamber of Commerce - Project Lead		775.00
	NW101426b	Roseburg Chamber of Commerce - Project Lead		775.00
	RC100626	Home Depot - Supplies for shop		112.66
	RC100826	Good Guys Garage - Repair CCTV Van		858.11
	RK092926b	Company Creek Pizza Chelan WA-meal for Bios		21.49
	RK092929a	Campbells Lodge Inc- Lodging for Biosolids Cc		597.00
	RK102126	Oregon Tool- Shovel for Inspectors Truck		16.95

Check No	Vendor No / Invoice No	Vendor Name / Description	Check Date / Reference	Check Amount
	SL101626	State of Oregon DCBS - Credit from April 2026		-125.00
	SO092926	Plant Warehouse - Plants for dry creek bed		93.50
	SO100126	Zazzle INC - ID Card (testing quality to see if w		12.81
			Total for Check Number 53626:	13,749.49
53627	BIOMED	bio-MED Testing Services Inc	11/12/2026	
	128308	2 - Random DOT drug screens		132.00
			Total for Check Number 53627:	132.00
53628	Bll Pear	Black Pearl Paving & Excavation	11/12/2026	
	1030a	Sleepy Hollow Site Work		35,360.00
	1030b	Walmart Manhole Repair Site work		10,700.00
			Total for Check Number 53628:	46,060.00
53629	CableHus	Cable Huston LLP	11/12/2026	
	169532	Legal services - Eng Svcs Contract, Annexation		2,520.00
	170076	Legal services - Prof Svcs Agreements		840.00
			Total for Check Number 53629:	3,360.00
53630	ORMS	Chaves Consulting, Inc	11/12/2026	
	217512	Monthly electronic document storage services		571.45
			Total for Check Number 53630:	571.45
53631	Chytka	Chytka Pest Control LLC	11/12/2026	
	188926	Monthly pest control service		50.00
			Total for Check Number 53631:	50.00
53632	WATER	City of Roseburg	11/12/2026	
	INV26819	Bulk water use and permit		91.80
	Oct 2026 Keady	Water usage - Keady Ct		58.32
			Total for Check Number 53632:	150.12
53633	CoreMain	Core & Main LP	11/12/2026	
	INV0037722	7 Pkgs Smoke Testing Door Hangars		356.81
	INV0038577	3 Pkgs Smoke Testing Door Hangars		128.85
			Total for Check Number 53633:	485.66
53634	DRAUTO	D & R Auto & Truck Supply Corp	11/12/2026	
	257390	Anti-seize		543.48
	258359	Battery for Sign Truck		229.95
	258594	Spray cleaner for locator box		7.19
	259281	Bulb for 2019 Ford F150		1.16
			Total for Check Number 53634:	781.78
53635	DELL	Dell Marketing LP	11/12/2026	
	10895177320a	Desktop and Laptop PC's		6,666.77
	10895177320b	Desktop and Laptop PCs and 34" Monitor		6,666.77
	10895177320c	Laptop and 34" Curved Monitor		6,666.77
			Total for Check Number 53635:	20,000.31
53636	DCPW	Douglas County Public Works	11/12/2026	
	818539	Grit pit disposal		559.30

Check No	Vendor No / Invoice No	Vendor Name / Description	Check Date / Reference	Check Amount
	819007	Debris cleanup from solar site		10.34
			Total for Check Number 53636:	569.64
53637	DCTax	Douglas County Tax Collector	11/12/2026	
	R18529	Property tax R18529 - 0 Long Meadows		212.61
	R18545	Property tax R18545 - 605 Long Meadows		160.65
	R18553	Property tax R18553 - 411 Long Meadows		149.50
	R18593	Property tax R18593 - 0 Long Meadows		20.17
	R19041	Property tax R19041 - 0 Long Meadows		32.94
			Total for Check Number 53637:	575.87
53638	DFN	Douglas Fast Net	11/12/2026	
	Nov 2026 Admin	Internet Services-Admin	Service: 14806	30.94
	Nov 2026 Brbn	Internet Services-Bourbon St	Service: 205697	86.39
	Nov 2026 CSB	Internet Services-Collections Storage Bldg	Service: 272962	90.96
	Nov 2026 GateI	Internet Services-NTS Gate	Service: 271594	75.59
	Nov 2026 GateP	Phone Service-NTS Gate	Service: 5413914279	29.19
	Nov 2026 High	Internet Services-Highland PS	Service: 105797	103.64
	Nov 2026 Host	Admin Hosting		10.80
	Nov 2026 Keady	Internet Services-Keady Ct	Service: 106289	103.64
	Nov 2026 LV	Internet Services-Loma Vista P	Service: 205950	89.64
	Nov 2026 NBank	Internet Services-No. Bank PS	Service: 105793	99.89
	Nov 2026 NTS	Internet Services-NTS	Service: 237686	66.95
	Nov 2026 Ph/Cam	Phones/Security Cams	Service: 141784	90.56
	Nov 2026 Wilb1	Internet Services-Wilbur 1 PS	Service: 105796	99.89
	Nov 2026 Wilb2	Internet Services-Wilbur 2 PS	Service: 105794	99.89
	Nov 2026 Winch	Internet Services-Winchester P	Service: 105795	80.98
			Total for Check Number 53638:	1,158.95
53639	FLURY	Flury Supply Company	11/12/2026	
	H 0359	6" lay flat hose and coupler		325.00
	H 0570	Repair flushing hose		30.00
			Total for Check Number 53639:	355.00
53640	ICONIX	ICONIX WATERWORKS INC	11/12/2026	
	U2616035842	Couplings, tees, ferncos for stock		2,120.39
			Total for Check Number 53640:	2,120.39
53641	COASTAL	John Deere Financial f.s.b.	11/12/2026	
	C32568	Boots & Pants - DF		223.98
	C35483	Rat bait		159.98
	C40801	Propane		12.56
			Total for Check Number 53641:	396.52
53642	KennedyJ	Kennedy/Jenks Consultants, Inc.	11/12/2026	
	190870	Biosolids Management Plan		485.00
			Total for Check Number 53642:	485.00
53643	LTM	Knife River Materials	11/12/2026	
	804570	Rock for Follett St repair		131.59
			Total for Check Number 53643:	131.59
53644	Leeway	Leeway Engineering Solutions, LLC	11/12/2026	
	1824	Engineering Services for Geodeck Trunk Rehabi		3,141.00

Check No	Vendor No / Invoice No	Vendor Name / Description	Check Date / Reference	Check Amount
			Total for Check Number 53644:	3,141.00
53645	LITHFORD	Lithia Ford Lincoln of Roseburg	11/12/2026	
	Deal #63078	Registration		298.00
	Deal #63078	Doc Fee		215.00
	Deal #63078	EVR		35.00
	Deal #63078	Title		106.00
	Deal #63078	Ford F150 Hybrid		58,733.16
	Deal #63078	State Taxes and Fees		528.60
			Total for Check Number 53645:	59,915.76
53646	MIGNOLA	Mignola Farms Nursery	11/12/2026	
	6908	Landscape bark		180.00
			Total for Check Number 53646:	180.00
53647	NBS	National Business Solutions	11/12/2026	
	IN170491	Quarterly maintenance for Konica/Minolta Copi		377.28
			Total for Check Number 53647:	377.28
53648	NEILSON	Neilson Research Corporation	11/12/2026	
	109456	NPDES Enhanced Sampling		1,522.00
	110057	NPDES Enhanced Sampling		1,522.00
			Total for Check Number 53648:	3,044.00
53649	NEXNET	Nexcom, LLC	11/12/2026	
	31293 Admin	Monthly digital phone services - Admin		346.00
	31293 WRF	Monthly digital phone services - WRF		196.50
			Total for Check Number 53649:	542.50
53650	OR-LIN	Oregon Linen, Inc.	11/12/2026	
	1441194	Laundry and mat services		66.11
	1447664	Laundry and mat services		47.18
			Total for Check Number 53650:	113.29
53651	PPL	Pacific Power	11/12/2026	
	Oct 2026 411LM	Usage-411 LM-Storage Bldg		28.64
	Oct 2026 425LM	Power Usage-425 Long Meadow		17.77
	Oct 2026 Admin	Power Usage-Admin Bldg		69.40
	Oct 2026 Brbn	Power Usage-310 Bourbon St PS		67.84
	Oct 2026 Gate	Power Usage-140 LM-NTS Gate		33.38
	Oct 2026 High	Power Usage-Highland PS		860.82
	Oct 2026 Keady	Power Usage-Keady Ct PS		70.05
	Oct 2026 LV	Power Usage-Loma Vista PS		98.26
	Oct 2026 NBank	Power Usage-North Bank PS		132.19
	Oct 2026 NTS	Contract/Power Usage-NTS PS		13,096.02
	Oct 2026 SBank	Power Usage-South Bank PS		1,365.82
	Oct 2026 Wilb1	Power Usage-Wilbur 1 PS		91.74
	Oct 2026 Wilb2	Power Usage-Wilbur 2 PS		159.07
	Oct 2026 WRF	Power Usage-WWTP 1		23,878.36
	Oct 2026 WRF2	Power Usage-WWTP 2		33.02
			Total for Check Number 53651:	40,002.38
53652	PLATT2	Platt Electric Supply	11/12/2026	
	7S94504	Networking tools		164.68

Check No	Vendor No / Invoice No	Vendor Name / Description	Check Date / Reference	Check Amount
			Total for Check Number 53652:	164.68
53653	PowellB	Powell Banz Valuation, LLC	11/12/2026	
	P261272	Property appraisal report		6,400.00
			Total for Check Number 53653:	6,400.00
53654	UB*00122	CYNTHIA ROCKNEY	11/12/2026	
		Refund Check 004796-000, 1240 W BROWN		25.00
			Total for Check Number 53654:	25.00
53655	RSBG-DIS	Roseburg Disposal Company	11/12/2026	
	1507722	Monthly garbage service		70.00
			Total for Check Number 53655:	70.00
53656	SERV-CTR	The Service Center	11/12/2026	
	INV 2026/02132	WRF Building re-keying		2,998.00
			Total for Check Number 53656:	2,998.00
53657	Shirtclf	Shirtcliff Oil Co.	11/12/2026	
	CL48200-IN	Fuel Use 10/1/26 - 10/15/26 - WRF		133.83
	CL48201-IN	Fuel Use 10/1/26 - 10/15/26 - Admin		1,594.97
	CL48588-IN	Fuel Use 10/16/26 - 10/31/26 - WRF		50.85
	CL48589-IN	Fuel Use 10/16/26 - 10/31/26 - Admin		1,133.49
			Total for Check Number 53657:	2,913.14
53658	SHRED-IT	Stericycle, Inc.	11/12/2026	
	8015750574	Monthly document shredding services		111.22
			Total for Check Number 53658:	111.22
53659	Stratton	Stratton Brothers, Inc.	11/12/2026	
	2026-159	Asphalt patch for spot repair on Follett St		941.00
			Total for Check Number 53659:	941.00
53660	SUNRISE	Sunrise Enterprises, Inc	11/12/2026	
	SI00354	Monthly janitorial services		595.00
			Total for Check Number 53660:	595.00
53661	DYER	The Dyer Partnership Engineers & Planners	11/12/2026	
	41921	Engineer to secure a no rise certificate for Newtc		9,189.00
	41922	Sleepy Hollow Sewer Line Stabilization		1,782.50
			Total for Check Number 53661:	10,971.50
53662	THMSCRK	Thomas Creek Landscaping & Maintenance	11/12/2026	
	2035	Monthly landscape maintenance		385.00
			Total for Check Number 53662:	385.00
53663	UBWA	Umpqua Basin Water Association	11/12/2026	
	Oct 2026 411LM	Water - 411 Long Meadows Ln		28.05
	Oct 2026 606LM	Water - 606 Long Meadows Ln		28.00
	Oct 2026 Brbn	Water - 310 Bourbon St		28.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 53663:	84.05
53664	UMPS&G	Umpqua Sand & Gravel	11/12/2026	
	4212902	Rock for Follett St spot repair		106.43
	4217040	Rock for Elk Island		305.54
			Total for Check Number 53664:	411.97
			Total for 11/12/2026:	970,692.56
			Report Total (45 checks):	970,692.56

GENERAL MANAGERS REPORT

Date: 11/03/26
To: Roseburg Urban Sanitary Authority, Board of Directors
From: James V. Baird, General Manager
Re: General Managers Informational Report to the Board

WWTP Solar – Project No. 24011
Ameresco is working on completing with a sub-contractor to file for a 1200-C permit (construction stormwater general permit). We are working with Pacific Power to complete the inter-connection agreement. Ameresco will be submitting the project to the City for site plan review in parallel to the 1200-C permit process.

Admin. Office Solar – Project No. 24012
We are working with the Oregon Department of Energy to finalize the final inspection and the final accounting. completed. The Energy Trust of Oregon is working with Ameresco to complete a final inspection and final documentation to disperse the grant

NTS Solar -Project No. 25001
The DEQ has approved the final 100% plans for construction. We have submitted the plans to Douglas County Planning Department for planning approval and issuance of a building permit.

Goedeck Trunk Rehabilitation - Project No. 25004
Allied Plumbing and Pumps LLC have submitted progress payment #2 in the amount of $733,323.05. The contractor has installed approximately 12% of the 98" cured-in-place pipe (CIPP), 36% of the lateral CIPP and 33% of the manhole rehabilitation. The project engineer, Rob Lee, and staff have reviewed the progress pay request and would recommend that the Board approve PPR #2 in the amount of $733,323.05.

WRF SCADA Road Map Assessment – Project 26001
Control Systems NW has provided a draft of the final report and 30% conceptual design elements. Staff is reviewing the draft and submitting comments. The contractor is scheduled to complete the project by December 15th, 2026.

Freemont Ave. Sewer Replacement – Project No. 26004
Staff has determined that having the collection staff provide the construction of the project is the most efficient method to complete this project.

WWTP Pump Replacement – Project No. 26005
Jacobs Engineering is working on a schedule for staff to review.

Flow Monitoring – Project No. 26008
RUSA has entered into a contract with Leeway Engineering to provide phase I of the updated Collection System Master Plan. Phase I consists of conducting a flow monitoring study to establish the existing condition to quantify the inflow & infiltration (I&I). RUSA's existing closed-circuit tv images and associated rating system utilizing the National Association of Sewer Service Companies (NASSCO) rating system will be used to establish the condition of the existing gravity system.



ALLIED TRENCHLESS
2131 N Wenatchee Ave
Wenatchee, WA 98801
509-662-6622 or 509-682-4700

Invoice 121370382
Invoice Date 11/3/2026
Completed Date 10/25/2026
Customer PO
Payment Term Due on Receipt

Billing Address
Roseburg Urban Sanitary Authority
1297 NE Grandview Drive
Roseburg, OR 97470 USA

Job Address
Goeduck Trunk Rehabilitation Project #25004
Goeduck Road
Roseburg, OR 97471 USA

Description of work

Pay Estimate #2 - 9/26/26 - 10/25/26

Task #	Description	Quantity	Price	Total
Trenchless tax exempt	Mobilization	0.50	$250,000.00	$125,000.00
Trenchless tax exempt	Temporary Work Zone Traffic Control	0.50	$40,000.00	$20,000.00
Trenchless tax exempt	CIPP Lateral Liner from Mainline	59.40	$210.00	$12,474.00
Trenchless tax exempt	Large Diameter Lateral Connection Liner	4.00	$10,000.00	$40,000.00
Trenchless tax exempt	Small Diameter Lateral Connection Liner	5.00	$8,000.00	$40,000.00
Trenchless tax exempt	CIPP Liner, 36 Inch	631.00	$295.00	$186,145.00
Trenchless tax exempt	Mainline Video Inspection 36 to 42 Inch	631.00	$10.00	$6,310.00
Trenchless tax exempt	Cleanout over Existing Lateral	4.00	$8,000.00	$32,000.00
Trenchless tax exempt	Concrete Manhole with Corrosion Resistant Liner, 72 Inch, 8 to 10 FT Depth	1.00	$75,000.00	$75,000.00
Trenchless tax exempt	Sewer Bypassing - 67.14% of $350K	1.00	$234,990.00	$234,990.00

Sub-Total	$771,919.00
Tax	$0.00
Total Due	$771,919.00

Retainage - 5% $ 38,595.95

Net Amount Due $733,323.05

LEEWAY
engineering solutions

November 2, 2026

Mr. Clay Jordan
Roseburg Urban Sanitary Authority
1297 NE Grandview Drive
Roseburg, Oregon 97470

Re: Goedeck Trunk Rehabilitation Project
Application for Payment, Pay Estimate #2 (October 2026)

Dear Mr. Jordan,

Leeway Engineering (Leeway) has received and reviewed Pay Estimate #2 for Work performed in October 2026 on the above referenced construction project. As Engineer of Record for the above reference project, and relying on data provided by the inspection conducted by Roseburg Urban Sanitary Authority inspectors, Leeway has reviewed the data comprising this Application for Payment from Allied Trenchless (Allied) and attests that to the best of our knowledge, information, and belief, the Work has progressed as indicated, and the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to the payment Amount requested.

For the items in this Pay Estimate, release of retainage is contingent on the successful passing of all tests as required per the Contract Documents, including but not limited to, manhole G3538 post-installation inspection and test results and post-installation closed-circuit television inspection of lateral rehabilitation, lateral connection liners, and lapel liners.

Sincerely,

Leeway Engineering Solutions, LLC
Rob Lee, PE, PMP
Project Manager

Attachments: Pay Estimate #2 (October 25, 2026)

cc: Ryon Kershner, Roseburg Urban Sanitary Authority

ROSEBURG URBAN SANITARY AUTHORITY
NEW DEVELOPMENTS AND PROJECTS

DEVELOPMENTS:

- Hanna Heritage Plaza Sewer Main Relocation-Project Complete-Waiting on Easement
- Tarragon Acres
- Old Hwy99

PRELIMINARY DESIGN:

- Harvard/Maple Sewer Improvement
- WWTP Influent Pump Station Replacement-RFP is in negotiations.
- WWTP SCADA Upgrade-Work Under Way

PROJECTS:

- Deer Creek sewer trunk line rehabilitation project - Now in Warranty
- Parrot Street Storm Culvert Replacement- Work now complete
- Goedeck CIPP Project-All but 1 segment have been lined. Waiting on testing to approve payment

ROSEBURG URBAN SANITARY AUTHORITY
October 2026 STAFF REPORTS

COLLECTION DEPARTMENT:

- 27 work orders completed.
- Cleaned and CCTV 8,778 feet or 1.66 miles of mainline.
- Cleaned 18,244 feet or 3.46 miles of mainline.
- Completed 2 internal pipe patch repairs.
- Completed 6 service connection tap.
- Completed mainline spot repair – Follett St.
- Reinstated 1 service connection.
- Cleaned and reinstated Vine St. bypass.
- Completed grease cleaning of Pine Street Bunker
- Responded to 2 after-hours callouts.
- Completed vector control WO.
- Completed monthly air release valve inspections and cleaning.
- Completed monthly trouble spot inspections.

ENGINEERING DEPARTMENT:

- Issued 11 permits and completed 9 inspections.
- 162 Locates Completed
- RFP for SCADA Upgrade RFP-30 percent plans nearly complete
- Goedeck Trunk Rehab contract has been awarded to Allied Plumbing and Pumps LLC- work in progress
- Walmart Manhole Repair-Work Now Complete
- Sleepy Hollow Creek- Work Now Complete.
- Working With IT department on GIS and Infrastructure management software upgrade.

FINANCE DEPARTMENT:

- Vacancy Credits: 7 were processed for a total of $1,523.00.
- Credit cards/Echecks/debit cards: 3906 transactions totaling $430,967.03 or approximately 36.13% of monthly billing was collected.
- Automatic Payments (RUSA): 1900 customer accounts are signed up. Received $176,388.08 or approximately 14.8% of monthly billing.
- Remote Check Deposit: 1371 checks received in the office for a total of $411,460.21 deposited.

Jacobs

TO: Jim Baird, General Manager-RUSA
FROM: Dan Prather, Project Manager-Jacobs
DATE: November 5th, 2026
SUBJECT: Monthly Report for October 2026

OPERATIONAL ACTIVITIES

- All permit parameters were met this month.
- The treatment facility averaged 99% BOD removal and 98% 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 October 2026 was 218,000 KWHRS with a total Effluent flow of 82.37 million gallons, all of which went to the Natural Treatment System at Outfall 002. October 2025 electrical consumption was 229,000 KWHRS with a total Effluent flow of 90.36 million gallons.
- Primary Clarifier #2 online for winter operation

PRETREATMENT ACTIVITIES

Mailed out 10 Pretreatment surveys to local businesses.

The following pretreatment inspections were completed in October:

- Dinos-Routine inspection, no discharge found.
- Lithia-Routine inspection, no sheen found on discharge.
- Chevron/Pacific Pride on Diamond Lake-Routine inspection, Pacific Pride has a sump, followed downstream to the water, no sheen found.
- DC Farmers CoOp Food/Gas-Routine inspection, no sheen found on discharge.
- Fred Meyers-routine inspection, no sheen found on discharge.

NATURAL TREATMENT SYSTEM (NTS)

- Irrigated all zones for the entire month
- Alternative treatment (Pond Discharge) on October 28 due to rain and high flow
- Sprinkler and distribution system repairs and checks
- Planted 180 lbs. Of Douglas County Grass Seed Mix
- Monitored transplanted Pacific Willow Trees
- Prepared equipment and facilities for winterization procedure

MAINTENANCE ACTIVITIES

- The Maintenance Team completed **698** Preventative Maintenance items for the month.
- The Maintenance Team completed **27** Corrective Maintenance items for the month.

Call Outs for the Month

- Influent Pump Failure
- NTS Pond High level
- Bourbon LS Power Loss

Current Month Lift Station Flows

- **Total Approx.** Flow from all Lift Stations for the month – 37,600,000 Gallons
- **Average Approx.** Daily Flow from all Lift Stations per day – 1,213,000 Gallons

Current Month Repairs

- Sludge Recycle Valve Controller Replacement
- Broken Hypochlorite line repaired on Odor Control System
- Sodium Bisulfite Pump cartridge replacement
- ODS Pump 2 Diaphragm and Check Valve Replacement
- ODS Pump 3 Discharge Check Valve Replacement

LABORATORY ACTIVITIES

- We are in our normal summer testing which requires: CBOD's 3 times a week, TSS 3 times a week, pH daily, Chlorine Residual Daily average, Ammonia 3 times a week, E. Coli 3 times a week, Nitrate once a week, TKN once a week, and Total Phosphorus once a week.
- The Eureka probes are placed in SW1, SW5, and SW6, to continuously monitor pH, Temp., and D.O.
- Also included for the summer is Total Phosphorus (PO4) for the NTS, which is sampled at SW1, SW5, and SW6 once a week and once a month at MW1.
- TKN and Nitrite-Nitrate are tested weekly for SW5.
- Ammonia is tested at SW5 once a month.

- When discharging from the pond, we sample daily for PO4 at SW5.
- Number of Tests for permit: 135
- Eureka probes were calibrated and deployed at SW1, SW6, and SW5, on October 1st and on October 16th Probes were pulled, downloaded, and recalibrated and redeployed.
- On October 14th, lab water was sampled and sent out to NRC.
- October 13th sampled for toxics and copper bio and delivered samples to NRC.
- October 26th entered DMR-QA study 46 test results on ERA E-data.

BIOSOLIDS

- For the month of October 2026, the application season has ended. Biosolids continue to generate biosolids daily and store cake in the storage bays. The 1st biosolids bay is about 25% full; the second bay is empty. We also retrieved our biosolids application signs from the applied sites.

UPCOMING ITEMS

- Permit switch November 2
- ODS PLC Controller Replacement
- Cyclone Degritter liner replacement
- Influent Wetwell pump down and cleaning

ENCLOSURES

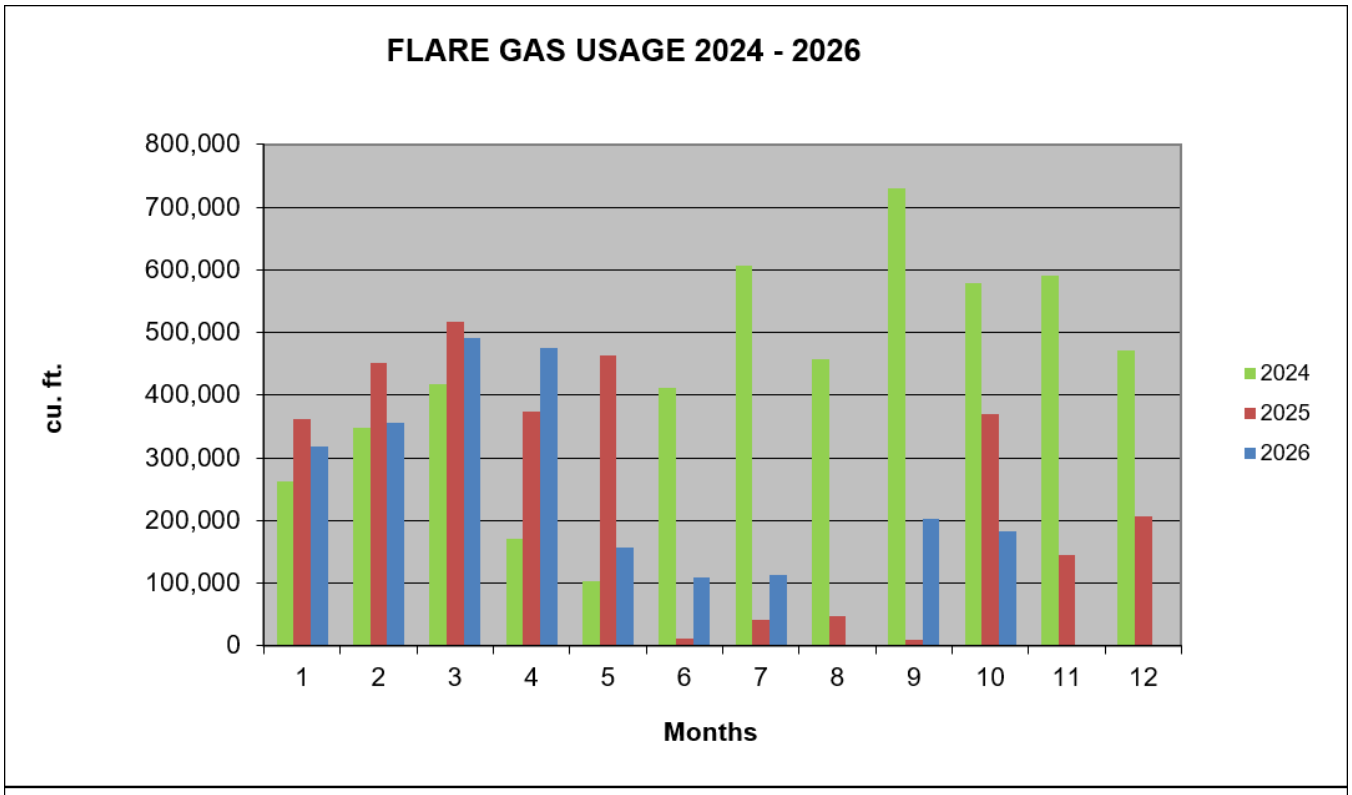
Plant Loading Chart
12 Month Moving Avg.
Boiler/Flare Gas Usage graphs
Influent TSS/BOD and Effluent Flow Graphs

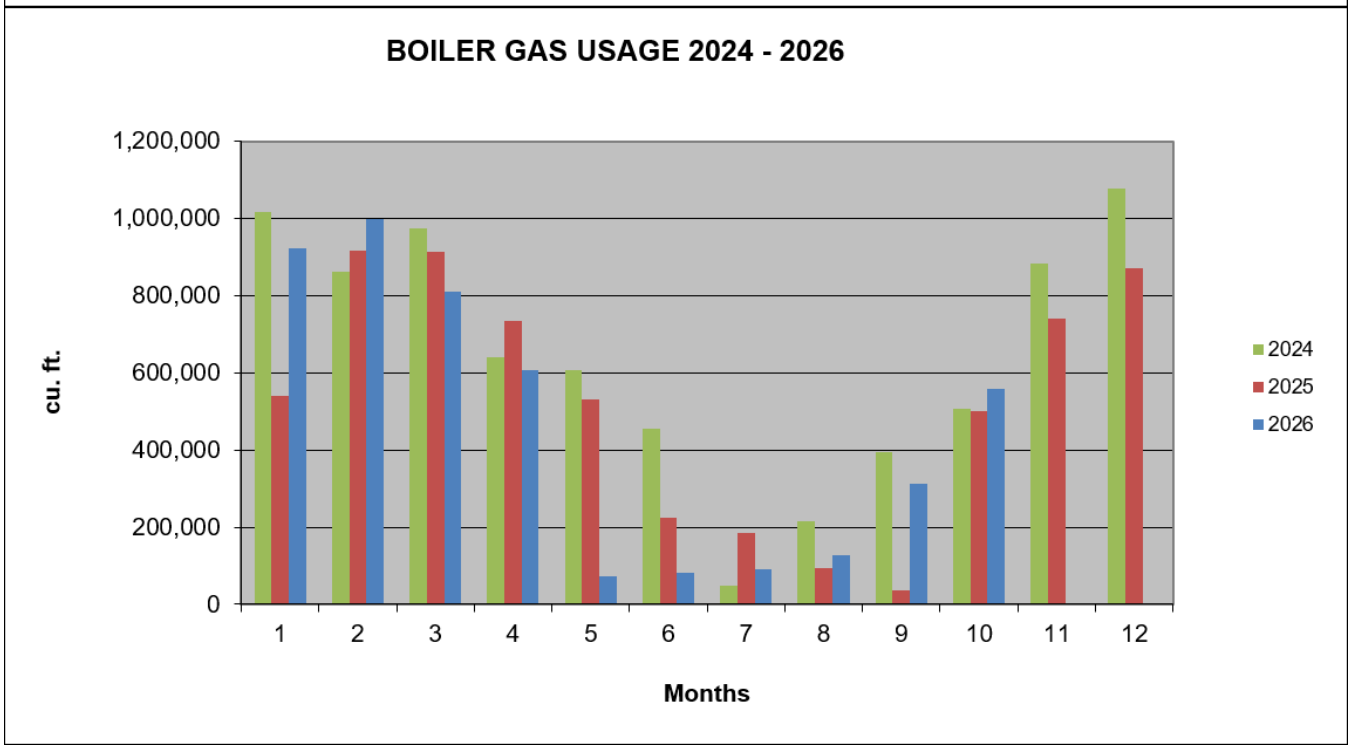
RUSA WWRF PERCENTAGES OF LOADINGS USED 2023-2025											
	BOD (lbs)	TSS (lbs)	Flow (MGD)		BOD (lbs)	TSS (lbs)	Flow (MGD)		BOD (lbs)	TSS (lbs)	Flow (MGD)
Limits	**11900**	**12400**	**15.8**		**11900**	**12400**	**15.8**		**11900**	**12400**	**15.8**
2023				**2024**				**2025**			
January	60%	49%	31%		89%	59%	51%		71%	49%	34%
February	67%	62%	27%		61%	49%	36%		80%	55%	35%
March	62%	48%	37%		67%	51%	45%		82%	71%	47%
April	62%	50%	37%		62%	43%	22%		91%	69%	29%
May	45%	45%	41%		50%	45%	46%		73%	64%	38%
June	46%	41%	35%		46%	45%	36%		64%	55%	36%
July	38%	36%	34%		48%	40%	35%		55%	49%	35%
August	37%	37%	34%		71%	59%	36%		60%	54%	34%
September	37%	35%	35%		70%	59%	34%		63%	58%	34%
October	41%	39%	38%		65%	55%	34%		48%	51%	37%
November	61%	48%	27%		100%	80%	38%		55%	44%	20%
December	90%	58%	34%		101%	80%	38%		58%	47%	29%
Yearly Average:	**54%**	**46%**	**34%**		**69%**	**55%**	**38%**		**67%**	**56%**	**34%**

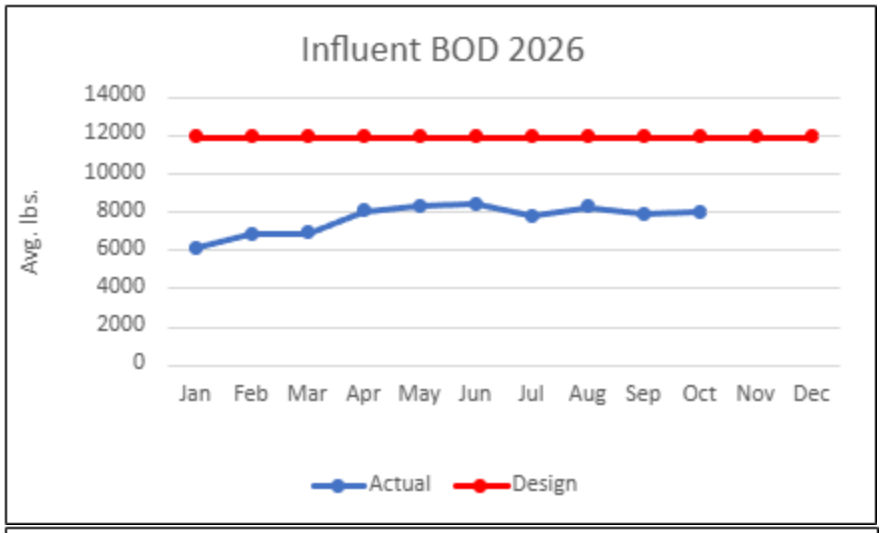
This table shows the monthly average percent utilization of the WRRF's capacity over the prior three years. It illustrates the remaining capacity of the treatment plant and the normal fluctuations that occur. The months where loading is near (or over) capacity all align with significant rain events.

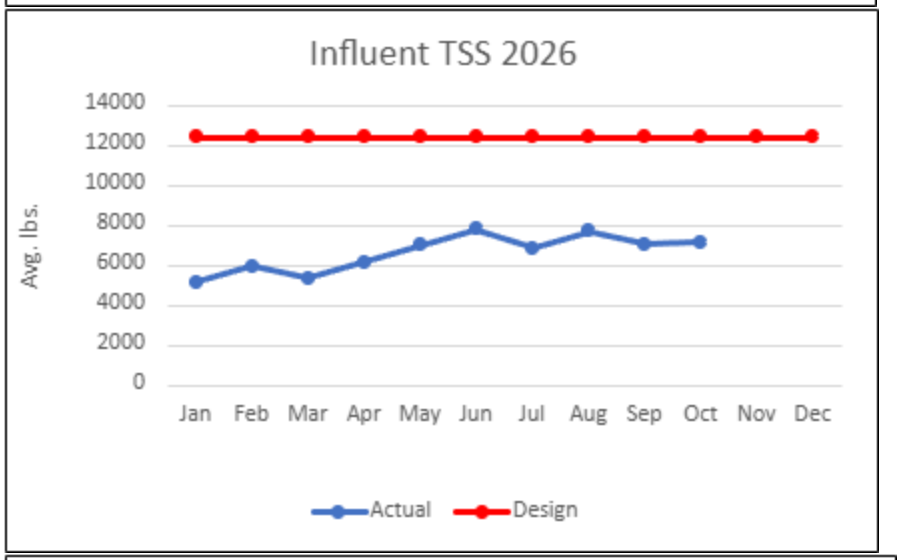
12 MONTH MOVING AVERAGES

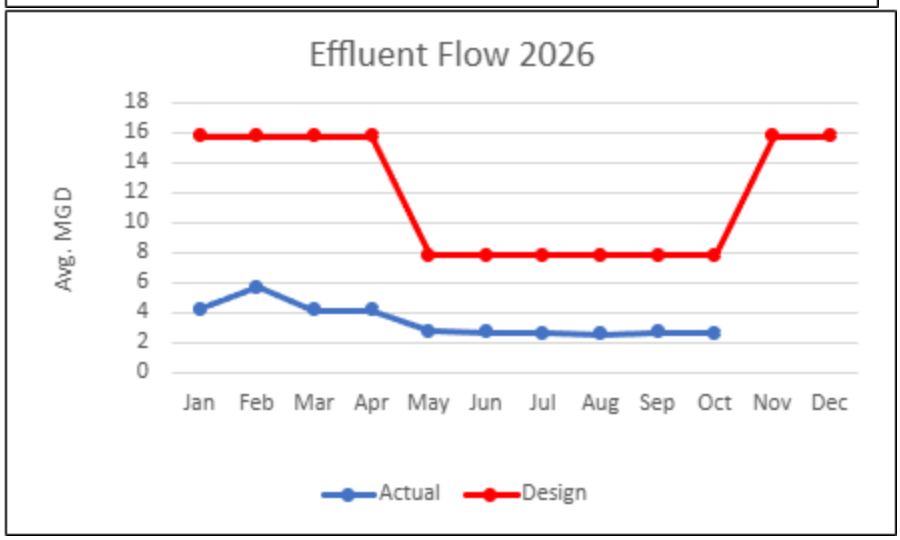
Month/Year	Plant Inf Q Average MGD	Plant Inf Average lbs/day CBOD/BOD	Plant Inf Average lbs/day TSS
Nov-25	3.22	6576	5452
Dec-25	4.66	6866	5876
Jan-26	4.26	6100	5145
Feb-26	5.73	6817	5939
Mar-26	4.20	6919	5359
Apr-26	4.20	8059	6139
May-26	2.84	8291	7010
Jun-26	2.74	8431	7769
Jul-26	2.65	7827	6858
Aug-26	2.61	8236	7697
Sep-26	2.72	7877	7030
Oct-26	2.66	8008	7144
SUM	42.49	90007	77418
AVE	3.54	7501	6452
MAX	5.73	8431	7769
MIN	2.61	6100	5145


FLARE GAS USAGE 2024 - 2026
cu. ft.
800,000
700,000
600,000
500,000
400,000
300,000
200,000
100,000
0
1
2
3
4
5
6
7
8
9
10
11
12
Months
2024
2025
2026


BOILER GAS USAGE 2024 - 2026
cu. ft.
1,200,000
1,000,000
800,000
600,000
400,000
200,000
0
1
2
3
4
5
6
7
8
9
10
11
12
Months
2024
2025
2026


Influent BOD 2026
Avg. lbs.
14000
12000
10000
8000
6000
4000
2000
0
Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec
Actual
Design


Influent TSS 2026
Avg. lbs.
14000
12000
10000
8000
6000
4000
2000
0
Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec
Actual
Design


Effluent Flow 2026
Avg. MGD
18
16
14
12
10
8
6
4
2
0
Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec
Actual
Design