



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

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**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 Boise, 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 Griese	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 29<sup>th</sup>, 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 5<sup>th</sup>, 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 5<sup>th</sup>, 2018. The project bid advertisement will be Friday, November 23<sup>rd</sup>, 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 23<sup>rd</sup>, 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 11<sup>th</sup>, 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