



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

REGULAR MONTHLY BOARD MEETING
September 14, 2022

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

**September 14th, 2022
RUSA Board Room
4:00 p.m.**

**The August 10th Board meeting will be held in person and broadcast by Zoom® Meeting.
The link to the meeting will be posted on Roseburg Urban Sanitary Authority's website, rusa-or.org**

**AGENDA
REGULAR MONTHLY BOARD MEETING**

Board of Directors

John Dunn, Chair
David Campos

Rob Lieberman, Vice Chair
Jerry Giese

Kelsey Wood

- 1. Call to Order – John Dunn, Board Chair**
- 2. Roll Call**
- 3. Audience Participation – In-Person / via Zoom**
- 4. Consider Minutes**
 - a. August 10th, 2022; Board meeting
- 5. Convene the Roseburg Urban Sanitary Authority Local Contract Review Board**
 - a. Bisulfite Building Project
 - i. Award of Project
- 6. Reconvene the Roseburg Urban Sanitary Authority Board meeting**
- 7. Resolution No. 22-03; A Resolution Declaring Surplus Property**
- 8. General Managers' Report**
 - a. RUSA Treatment Plant Site Modifications
 - i. Storm Isolation Project
 - b. Bisulfite Building Project
 - c. Office remodel – Finance Department
- 9. New Developments**
- 10. Staff Report**
- 11. Jacobs Plant Operations Report**
- 12. Accounts Payable**
- 13. Other Business**

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 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 August 10, 2022. The Board Meeting was held in-person and remotely broadcast by Zoom® Meeting.

ROLL CALL

Directors

Present: Board Chair John Dunn, Rob Lieberman, Jerry Giese and David Campos

Absent: Kelsey Wood

Others present: General Manager Jim Baird, Finance Director Christine Morris, Office Assistant Harmony Williams, Engineering Tech III Ryon Kershner, Collections Superintendent Steve Lusch and Lead Operator Vanessa Jordan.

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

Jerry Giese moved to approve the minutes for the July 13, 2022 Roseburg Urban Sanitary Authority monthly Board Meeting.

David Campos seconded the motion.

The motion passed unanimously.

RUSA Treatment Plant Site Modifications – Storm Drainage Improvements

At this time Chair Dunn called to order the Roseburg Urban Sanitary Authority Local Contract Review Board. The Board reviewed the Engineers recommendation that Cradar Enterprises be awarded the project in the amount of \$35,212.00. The bid is approximately \$10,000 above the Engineers estimate however due to inflation and staffing the Engineers believe the price will not come down if rebid.

Chair Dunn reconvened the RUSA regular Board Meeting.

Jerry Giese moved to approve contract with Cradar Enterprises in the amount of \$35,212.00.

Rob Lieberman seconded the motion.

The motion passed unanimously.

General Managers Report

Hooker Road Rehabilitation Project

The Contractor has completed all work on the project. The contractor has submitted pay request #9 -final in the amount of \$4,750 with \$237.50 withheld in retainage for a pay request of \$4,512.50. The project Engineer and Staff reviewed pay request #9 and recommend that the Board approve payment of pay request #9 in the amount of \$4,512.50

David Campos moved to approve Pay Estimate #9 in the amount of \$4,512.50.

Jerry Griesse seconded the motion.

The motion passed unanimously.

The Contractor has requested the release of retainage as the work outlined in the project document has been completed along with all the punch list items. The project Engineer and Staff have reviewed the release of retainage request and would recommend that the Board approve the release of retainage less the liquidated damages in the amount of \$81,643.64.

Staff has reviewed the requested release of retainage and we concur with the Engineer and would recommend that the Board approve the release of retainage in the amount of \$81,643.64.

Rob Lieberman moved to approve the requested release of retainage in the amount of \$81,643.64.

David Campos seconded the motion.

The motion passed unanimously.

New Chemical Feed Building

The plans and specifications have been completed. The Oregon Department of Environmental Quality has approved the plans. The City of Roseburg has approved the construction application. Staff will be advertising the project Statewide, as required by the Oregon Statue, with a closing date of September 1st, 2022. Staff will be reporting the bid results at the September Board meeting.

Storm Drain Isolation Project WRF

Staff solicited bids from four local contractors for this project and received only one response to the request for bids. Cradar Enterprises was the only bidder with a bid of \$35,212. The engineer's estimate was \$26,841. The bid from Cradar is \$8,371 more than the engineer's estimate, with the limited availability of contractors with time open to complete the project and extreme increase in material cost staff and the project Engineer feels that this is a competitive bid.

Chadwick Street Sewer Rehabilitation

Staff solicited bids from four contractors and received two bids. The low bidder was Black Pearl Paving and Excavation in the amount of \$142,010. The engineer's estimate was \$82,650. This project was bid under ORS statutes to obtain quotes for an intermediate procurement of under \$100,000. The two bids received exceeded the \$100,000 intermediate procurement value and cannot be awarded. The project engineer and staff feel that we must reject all bids and rebid the project in the future as a state-wide request for proposals.

Atlanta Street Rehabilitation

i.e. Engineering has started the design of the project. At this time, we feel that the Atlanta Project and the Chadwick project should be combined into one project and a request for proposals advertised in the spring of 2023.

Jacobs Out of Scope for the Farm Operation plan, Monitoring and Annual Report for the NTS

At the staff's request, Jacobs has provided an out-of-scope agreement for the Farm Operation Plan and the annual monitoring report. Jacobs offered that the fee for the Farm Operation Plan and Monitoring Report will cost \$40,000. They have also provided a cost to monitor and advise plant staff on the Anammox system along with any site visits to the NTS that may be required during the fiscal year. The cost for this additional work is \$29,000. This is a "not to exceed" agreement that will be invoiced at cost plus 15%. Staff recommends that the Board approve this Out-of-Scope Agreement.

Rob Lieberman moved to approve the Out-of-Scope not to exceed \$69,000 Agreement with Jacobs. David Campos seconded the motion.

The motion passed unanimously.

TerraFirma Land Lease Proposal

TerraFirma has requested that the Board entertain leasing the unused property east of the Administrative Office and Vehicle garage. This area has been filled and graded as part of an agreement staff worked out with TerraFirma. RUSA does not have any plans in the near term to utilize this area. The midterm plan is to investigate installing a solar array in that location.

The proposed agreement calls for TerraFirma to install a fence to secure the Administrative Office and Vehicle garage and place road fabric with rock over the entire leased area. The lease agreement provided by TerraFirma provided for a 90-termination clause by either party. If the Board is interested in moving forward, I would recommend that we have RUSA's attorney provide a lease agreement contract.

Jerry Griese made a motion to enter lease negotiations with TerraFirma.

John Dunn seconded the motion.

The motion passed unanimously.

Jacobs Plant Operations Report

Vanessa Jordan advised that the treatment facility averaged 96% BOD removal and 96% Total Suspended Solids removal during July. The total Effluent flow was 93.14 million gallons. The Natural Treatment System was used for flow from the plant for the entire month.

Accounts Payable

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

David Campos moved to approve the Accounts Payable Report and Addendum as presented.

Jerry Griese seconded the motion.

Vote By Roll Call

Board Chair Dunn requested “Roll Call” for the motion to approve the August 2022 Accounts Payable Report and Addendum as presented:

John Dunn Yes

Rob Lieberman Yes

Jerry GRIESE Yes

Kelsey Wood

David Campos Yes

The motion was passed with a 4/0 vote.

Other Business

None.

Attached Additional Items Presented

Accounts Payable Addendum

Respectfully submitted,



Harmony Williams
Office Assistant

ADDENDUM TO AUGUST 10, 2022 BOARD PACKET

Accounts Payable

Checks by Date - Detail by Check Date

User: christine
Printed: 8/9/2022 4:48 PM



| Check No | Vendor No Invoice No | Vendor Name Description | Check Date Reference | Check Amount |
|-------------------------------|--|---|-------------------------|---------------------------------------|
| 51016 | CDW BV45257 BV70889a BV70889b | CDW Government LLC Synology Network Attached Storage FYE23-Veeam Backup Software-5 Workstations FYE 24 & 25-Prepaid Veeam Backup Software | 08/10/2022 | 2,728.53 726.54 1,453.08 |
| Total for Check Number 51016: | | | | 4,908.15 |
| 51017 | WATER INV16191 | City of Roseburg Bulk water usage & permit for July | 08/10/2022 | 84.85 |
| Total for Check Number 51017: | | | | 84.85 |
| 51018 | IE-ENG 59872 59874 59876 59878 | i.e. Engineering, Inc. Engineering for Chadwick Sewer-Direct Expenses Engineering for Chadwick-Construction Mgmt Construction Admin-WRF Project Atlanta St Eng-Civil construction & Proj Mgmt | 08/10/2022 | 60.00 437.50 265.00 4,922.50 |
| Total for Check Number 51018: | | | | 5,685.00 |
| 51019 | NEXNET 17431 | Nexcom, LLC Digital phone service for Admin office | 08/10/2022 | 332.80 |
| Total for Check Number 51019: | | | | 332.80 |
| 51020 | Occu 16090 | OccuHealth Vaccination for crew member | 08/10/2022 | 75.00 |
| Total for Check Number 51020: | | | | 75.00 |
| 51021 | REFUND 35002625 | Richard Knolin Refund overpayment-owner change | 08/10/2022 | 70.00 |
| Total for Check Number 51021: | | | | 70.00 |
| Total for 8/10/2022: | | | | 11,155.80 |
| Report Total (6 checks): | | | | 11,155.80 |



INTEROFFICE MEMORANDUM

TO: PUBLIC CONTRACT REVIEW BOARD
FROM: JIM BAIRD, GENERAL MANAGER
SUBJECT: BID AWARD – BISULFITE BUILDING PROJECT
DATE: 9/07/22
CC:

On September 1st, 2022, at 2:00 pm, bids for the Bisulfite Building Project were opened publicly. Three bids were received for the project. All the bids were accepted as responsive and opened publicly. The following contractors submitted bids for the project:

H3 General Contractors LLC - Lump sum \$275,623.00

Z Terrell & Sons - Lump sum \$346,490.04

Stumbo Construction - Lump sum \$385,649.00

Rogers Engineering has reviewed the bids and recommends RUSA award the project to H3 General Contractors LLC, the low bidder, in the amount of \$275,623.00.

The staff has also reviewed the bids and would agree with the Engineer and recommend that the Public Contract Review Board award the Bisulfite Building Project to H3 General Contractors LLC in the amount of \$275,623.00.

ROGERS ENGINEERING

Structural Engineering • Building Design • Code Consulting • Inspection Services

558 S.E. Jackson St.
Roseburg, Oregon 97470
Ph: (541) 672-0315
Fax: (541) 672-1787
rogerst@rosenet.net

September 2, 2020

Roseburg Urban Sanitary Authority
Attn: Jim Baird, Manager
1297 Grandview Drive
Roseburg, OR 97470

RE: Bisulfite Building

Dear Jim,

Three bids were received on September 1, 2022 for the Bisulfite Building project. Bids received have been reviewed and appear complete.

H3 General Contractors LLC is low bidder with a bid of \$275,623.00. I recommend proceeding to award a contract to H3 General Contractors for the project.

If you have questions or need additional information, please contact me at your convenience.

Regards,



Tom Rogers, P.E.

RESOLUTION NO. 22-03

A RESOLUTION DECLARING SURPLUS PROPERTY

RECITAL:

Roseburg Urban Sanitary Authority, a Local Government, must declare property not needed to be surplus by Resolution. As established by Resolution 05-01, Exhibit "A" section "H" (Disposal of Surplus Property) the Authority has established policies to dispose of property that is of no use or value to the Authority.

NOW THEREFORE, IT IS HEREBY RESOLVED, that the Board of Directors of the Roseburg Urban Sanitary Authority, the Governing Body, does hereby declare the following surplus to the needs of the Authority:

- GE 75 hp, 1775 rpm, 90 amps/460v - Frame L365TP16
- GE 125 hp, 1185 rpm, 153amps/460v - Frame L445TP16
- US 75 hp, 1780rpm, 87amps/460v - Frame 365TP

Be it resolved further the above surplus property will be disposed of as provided for in Resolution 05-01 Exhibit A.

THIS RESOLUTION IS ADOPTED BY THE ROSEBURG URBAN SANITARY AUTHORITY'S BOARD OF DIRECTORS THIS 14th DAY OF SEPTEMBER 2022.

ATTESTED:

**ROSEBURG URBAN SANITARY
AUTHORITY**

James V. Baird, General Manager

John Dunn, Board Chair

GENERAL MANAGERS REPORT

Date: 9/9/22

To: Roseburg Urban Sanitary Authority, Board of Directors

From: James V. Baird, General Manager

Re: General Managers Informational Report to the Board

Storm Drain Isolation Project WRF

The Staff, Engineer, and Contractor attended a preconstruction meeting on August 24th. The Contractor provided the required Oregon Workers' Compensation Certificate of Insurance and Certificate of Liability Insurance.

The Contractor will begin work on September 19th, 2022

New Chemical Feed Building

H3 General Contractors LLC will be providing the required performance bond, certificates of insurance, project schedule, and submittals.

The preconstruction meeting date will be scheduled after the contractor had provided the required documentation.

Office Remodel

We have asked Tom Rogers, Rogers Engineering to design a small remodel to convert the old blueprint room (currently used for file storage and as a location for our servers) into an additional office and server room.

Tom visited the office and informed us that the remodel would be a relatively small project that did not affect any structural, exiting, or fire ratings of the office space.

ROSEBURG URBAN SANITARY AUTHORITY

NEW DEVELOPMENTS AND PROJECTS

DEVELOPMENTS:

- Thyme Subdivision and sewer main extension– Sewer Mainline complete waiting on easements.
- Kenwood Tabor PUD- now have asbuilts waiting on plat
- Sunshine Road Apartments and sewer main extension – testing mostly complete on mainline- waiting on manhole testing and easements
- Ash Spring Apartments and sewer main extension – Sewer Work completed waiting on testing on easements.
- Back Nine Extension - Pipe and manholes installed. – Now in warranty period.
- Hanna Heritage Plaza sewer main extension (Elmer's remodel and drive through coffee shop)
- Rosemary Subdivision and main extension (on hold)

PRELIMINARY DESIGN:

- Tabor – Military Avenue partition
- Library Siphon
- Deer Creek sewer trunk line rehabilitation project
- Replacement and Upgrade of pumps at Highland Pump Station
- Chadwick-Atlanta Street Main Extension

PROJECTS:

- New Chemical Feed Building – WWTP- bid received waiting on board approval
- Storm drain project -WWTP- BEGINS 9-14-2022

ROSEBURG URBAN SANITARY AUTHORITY

AUGUST 2022 STAFF REPORTS

COLLECTION DEPARTMENT:

- Completed 31 work orders.
- Completed CCTV and cleaning of 12,920 feet or 2.5 miles of mainline.
- Cleaned 12,034 feet or 2.3 miles of mainline.
- Assisted WWRF staff with snail shell removal.
- Repaired manhole on Diamond Lake BLVD.
- Completed 2 taps on Corey Court.
- Cleaned and conducted drawdown test on Loma Vista, Keady Court, Wilbur 1 & 2, Winchester, Bourbon Street, and Highland lift stations.
- Completed monthly trouble spot inspections.
- Completed 242 underground utility locate requests.

ENGINEERING DEPARTMENT:

- Issued 18 permits and 20 completed inspections.
- FOG Report:
 1. KFC Garden Valley Pumped
 2. KFC Harvard Pumped.
 3. Dairy Queen Pumped
 4. Chi's cleaned both interceptors.
 5. Taco Bell pumped
 6. Elmer's Pumped
 7. Safeway, talked to manager. Follow up from Randy, need to pump.

FINANCE DEPARTMENT:

- Vacancy Credits: 8 was processed for a total of \$6,875.00 in August.
- Credit cards/eChecks: 1221 payments totaling \$81,137.11 or approximately 13.8% of monthly billing was collected in August. 118 payments were received by voice response system, 42 payments received at the counter and 1061 on-line.
- Automatic Payments: 2,199 customer accounts are signed up. Received \$100,847.68 or approximately 17.1% of monthly billing.



TO: Jim Baird, General Manager-RUSA
FROM: Vanessa Jordan, Project Manager-Jacobs
DATE: September 8, 2022
SUBJECT: August 2022 Monthly Report

OPERATIONAL ACTIVITIES

- We met all permit parameters this month.
- The treatment facility averaged 98%BOD removal (estimate) and 96% 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 August 2022, was 334,000 KWHRS with a total Effluent flow of 89.15 million gallons, all of which went to the NTS at Outfall 002. The August 2021 electrical consumption was 246,000 KWHRS with a total Effluent flow of 84.33 million gallons all of which also went to the NTS Outfall 002.
- Flow from the plant was sent to the Natural Treatment System the entire month.
- We received one odor complaint sent to the DEQ via email, the odor control system and Biotower misters are online.
- We completed the cleaning and inspection of primary clarifier #2.
- The Aeration Basin Channel was cleaned with the help of RUSA's vactor truck.
- The Neuros aeration blower representative was on site to optimize blower performance.
- Operator Caleb Trammel volunteered for the UBOS Conference Committee.
- Chlorine system troubleshooting, future cleaning planned to help with the line plugging.

PRETREATMENT ACTIVITIES

The following pretreatment inspections were completed in August:

- Big O Tires: This business has an oil/water separator, the tank was in Ok condition at 10% full.
- Safeway: This was a follow up inspection for their FOG interceptor, it was found to be in same condition as the previous month, notified RUSA.
- Champion Car Wash on Diamond Lake Blvd: No noticeable oil/grease build up.
- AAMCO Transmission: Their discharge at the manhole showed no oily substances.
- Costco: FOG interceptors, the one at the SW corner was 20% full and at the NE side the tank was 15% with solids.

NATURAL TREATMENT SYSTEM (NTS)

- Irrigation continues at the NTS with flows lowering due to lower plant flows.

- Associates continue to conduct repairs on the NTS sprinkler system and adjust irrigation cycles.

MAINTENANCE ACTIVITIES

- Zack Stefanich is a licensed journeyman electrician who joined our team in August as Lead Maintenance Mechanic.
- The Jacobs Regional Maintenance Crew helped complete major maintenance tasks.
- Maintenance Team completed 504 Preventative Maintenance items and 117 Corrective Maintenance work orders for this month.

Current Month's Repairs

- Replaced Influent pump #4 discharge section of pipe replaced
- Influent pump #4 and pump #1 pipe brace bracket modified and installed
- Replaced Laboratory air conditioner compressors
- Bio tower W-3 Water PVC leak repaired
- Annamox pump receptacle and GFCI replaced (new pump to be ordered)
- Sludge Truck- replacement of rear spring
- Valve on water tank trailer fixed
- Replacement of the Screw Press auger screw gear box
- Replaced Gravity Belt #2 belt
- Slinger truck feed gate cut, welded, and repaired. Repaired slinger truck exhaust
- Repaired over heating odor control blower motor.
- Repaired leak in bleach line for odor control system, system back online.
- Highland ETM meters replaced

Capital Repairs / Upgrades

- Winchester Crane chosen for JIB – to be ordered
- Researching Amiad filter system and others for W-3 water
- Have/having gearbox rep. meet with Maint. to find replacement gear boxes for Clarifiers
- Further progress on Neuros Blower upgrade and PLC upgrade

Safety Repairs: Guards installed on hot water circulation pumps.

Next Month's Projects

- Clarifier top skimmer pipe repair
- Replace clarifier floor scraper, replacement of Brass plates
- Repair leak on AB air supply crossover line to channel
- PLC laptop replacement with programs

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 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.
- At SW5, ammonia is tested for once a month, and TKN and Nitrite-Nitrate are tested weekly. When discharging from the pond, we sample daily for PO₄ at SW5.
- Number of Tests for permit: 140

- On August 10th lab water was sampled and sent out to NRC.
- ON August 22nd DMR-QA Study 42 Report was submitted to Oregon DEQ DMR Coordinator.
- Emails were sent to two helicopter companies, inquiring about spraying blackberries at the NTS, no response at this point.

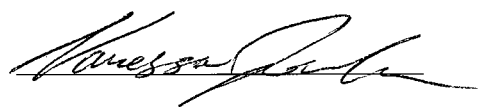
BIOSOLIDS

- Dewatered biosolids are being hauled to approved sites.
- Liquid biosolids are also being hauled to approved sites.
- An experienced temporary driver has been hired to help haul additional biosolids.

UPCOMING EVENTS:

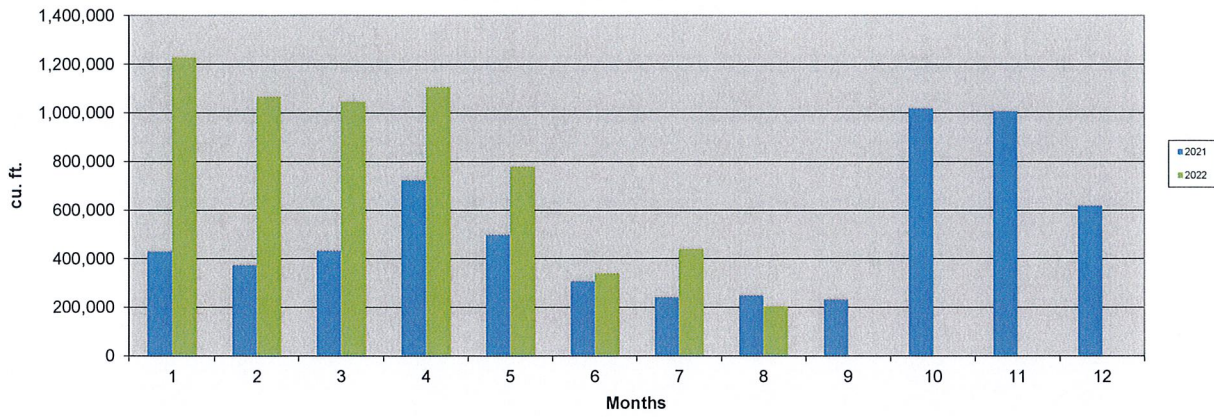
- Continue hauling biosolids to application sites.
- Test Channel system and replace diffusers
- Flush Chlorine storage tank and replace pump A.

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

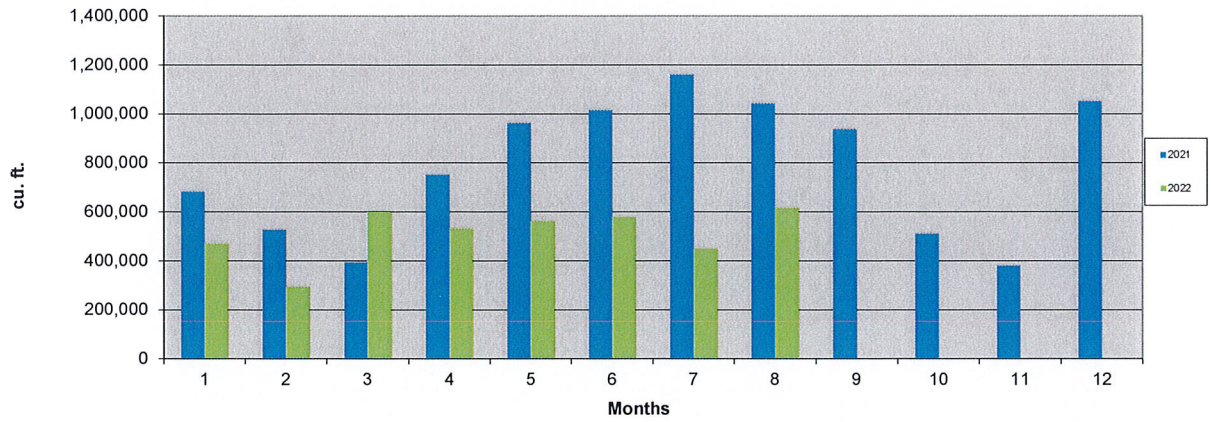


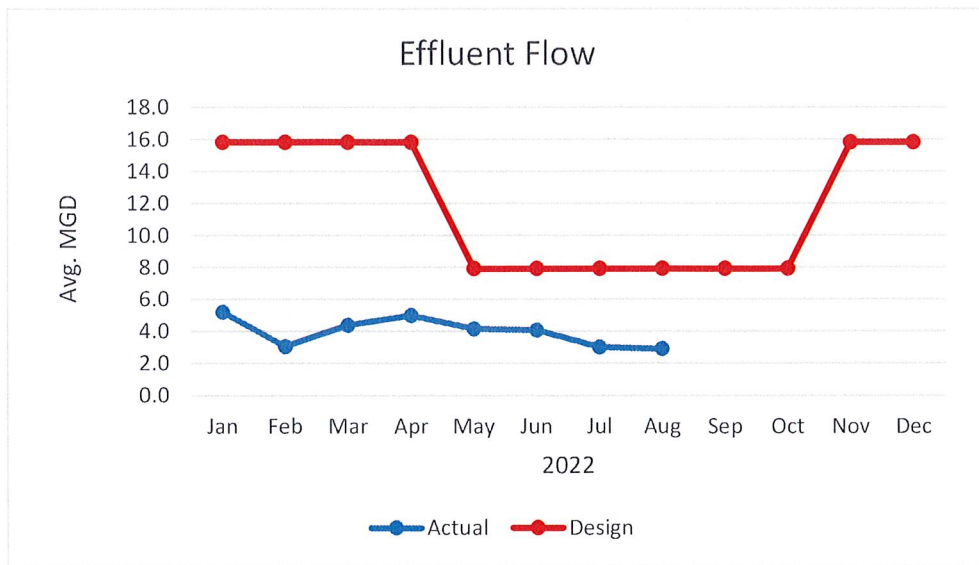
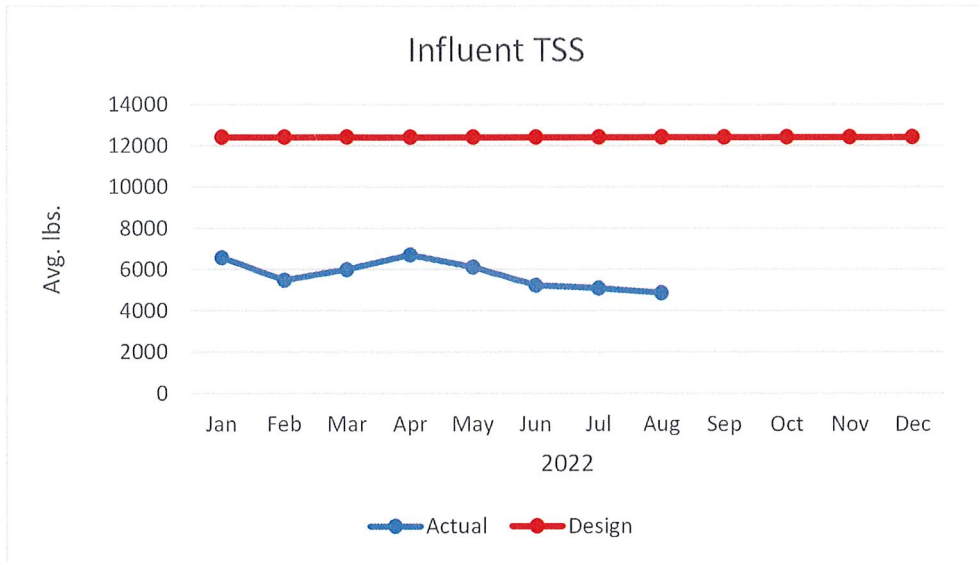
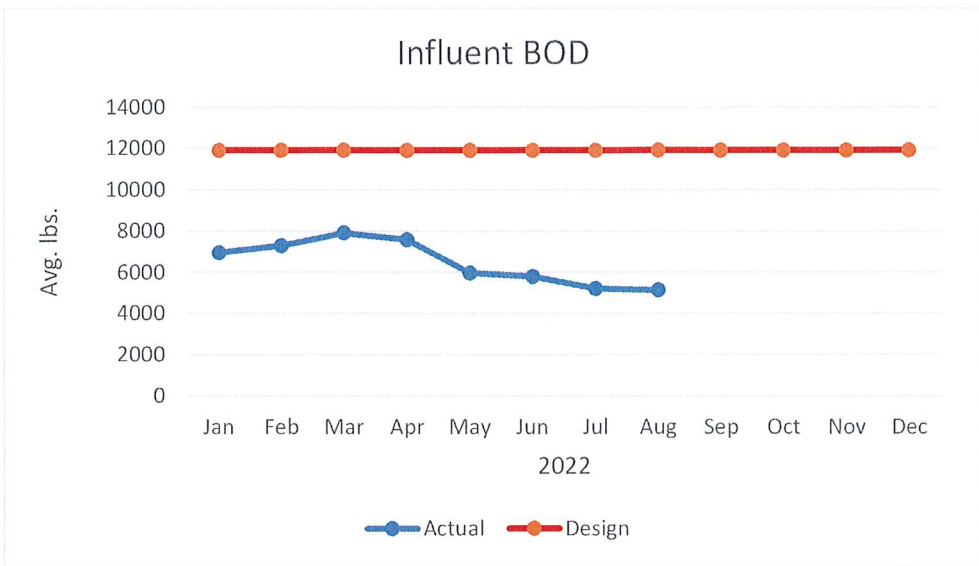
Vanessa Jordan
Project Manager
(541)-530-3698

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 |
|------------|---------------------------|--|---------------------------------|
| Aug-21 | 2.72 | 4356 | 4254 |
| Sep-21 | 2.97 | 4451 | 4126 |
| Oct-21 | 3.24 | 5795 | 5301 |
| Nov-21 | 3.58 | 7231 | 5331 |
| Dec-21 | 5.63 | 7882 | 6154 |
| Jan-22 | 5.19 | 6944 | 6572 |
| Feb-22 | 3.04 | 7278 | 5474 |
| Mar-22 | 4.36 | 7897 | 5993 |
| Apr-22 | 4.98 | 7584 | 6709 |
| May-22 | 4.15 | 5960 | 6118 |
| Jun-22 | 4.06 | 5792 | 5231 |
| Jul-22 | 3.00 | 5198 | 5086 |
| Aug-22 | 2.88 | 5135 | 4865 |
| | | | |
| SUM | 49.80 | 81503 | 71214 |
| AVE | 3.83 | 6269 | 5478 |
| MAX | 5.63 | 7897 | 6709 |
| MIN | 2.72 | 4356 | 4126 |

CASH DISBURSEMENT RECAP BOARD MEETING SEPTEMBER 14, 2022

Cash Disbursements Since the Last Board Meeting

All Funds:

| | |
|--|-------------------|
| Total of Prepaid Checks & ACH Transactions | 99,331.28 |
| Total of Regular Checks & ACH Transactions | <u>238,182.61</u> |

| | |
|--|-------------------|
| Total Expenditures (not including Payroll) | <u>337,513.89</u> |
|--|-------------------|

Payroll:

| | |
|-------------------------------|-----------|
| Net Payroll - August 31, 2022 | 70,842.98 |
|-------------------------------|-----------|

| | |
|--|-------------------|
| All Checks & ACH Transactions since the Board Meeting of August 10, 2022 | <u>408,356.87</u> |
|--|-------------------|

Accounts Payable

Checks by Date - Detail by Check Date

User: christine
Printed: 9/9/2022 12:17 PM



| Check No | Vendor No Invoice No | Vendor Name Description | Check Date Reference | Check Amount |
|--|---|---|--|--|
| ACH | 02669 | PERS Deposit | 08/12/2022 | |
| | July 22 PR | PR Batch 00001.07.2022 OPSRP-Not W/Held | PR Batch 00001.07.2022 OPS | 9,337.08 |
| | July 22 PR | PR Batch 00001.07.2022 PERS - Not W/Held | PR Batch 00001.07.2022 PER | 9,977.80 |
| | July 22 PR | PR Batch 00001.07.2022 PERS W/Held | PR Batch 00001.07.2022 PER | 4,997.03 |
| | July 22 PR | PR Batch 00001.07.2022 PERS Pick-Up | PR Batch 00001.07.2022 PER | 956.52 |
| | RHIA credit | PERS will refund-RHIA credit | | 67.23 |
| Total for this ACH Check for Vendor 02669: | | | | 25,335.66 |
| Total for 8/12/2022: | | | | 25,335.66 |
| ACH | ASIFLEX AUG 22 PR | ASIFlex PR Batch 00001.08.2022 Flexible Spending Acco | 08/31/2022 PR Batch 00001.08.2022 Flex | 1,111.51 |
| Total for this ACH Check for Vendor ASIFLEX: | | | | 1,111.51 |
| ACH | DNB AUG 22 PR AUG 22 PR AUG 22 PR AUG 22 PR AUG 22 PR | Internal Revenue Service PR Batch 00001.08.2022 Medicare - Employer PR Batch 00001.08.2022 FICA - Employee PR Batch 00001.08.2022 FICA - Employer PR Batch 00001.08.2022 Federal Income Tax PR Batch 00001.08.2022 Medicare - Employee | 08/31/2022 PR Batch 00001.08.2022 Med PR Batch 00001.08.2022 FIC. PR Batch 00001.08.2022 FIC. PR Batch 00001.08.2022 Fed PR Batch 00001.08.2022 Med | 1,513.21 6,470.32 6,470.32 8,269.89 1,513.21 |
| Total for this ACH Check for Vendor DNB: | | | | 24,236.95 |
| ACH | OR-Rev AUG 22 PR | Oregon Dept. of Revenue PR Batch 00001.08.2022 Oregon W/Held | 08/31/2022 PR Batch 00001.08.2022 Ore | 6,050.36 |
| Total for this ACH Check for Vendor OR-Rev: | | | | 6,050.36 |
| ACH | PEBSCO AUG 22 PR AUG 22 PR | Nationwide Retirement Solutions PR Batch 00001.08.2022 Nationwide-Deferred C PR Batch 00001.08.2022 Roth Contribution | 08/31/2022 PR Batch 00001.08.2022 Nati PR Batch 00001.08.2022 Roth | 4,350.00 200.00 |
| Total for this ACH Check for Vendor PEBSCO: | | | | 4,550.00 |
| ACH | CENTURY Aug 2022 Fax/Al Aug 2022 Gate | CenturyLink Analog phone service for fax and alarms Analog phone service for NTS Gate | 08/31/2022 | 144.36 63.79 |
| Total for this ACH Check for Vendor CENTURY: | | | | 208.15 |
| 51022 | CIS INS AUG 22 PR AUG 22 PR AUG 22 PR AUG 22 PR AUG 22 PR AUG 22 PR | CIS Trust PR Batch 00001.08.2022 Accident Insurance PR Batch 00001.08.2022 CCIS Insurance AD&I PR Batch 00001.08.2022 Critical Illness Insuran PR Batch 00001.08.2022 Dental & Vision PR Batch 00001.08.2022 Voluntary Dependent L PR Batch 00001.08.2022 Life Insurance - er | 08/31/2022 PR Batch 00001.08.2022 Acc PR Batch 00001.08.2022 CCI PR Batch 00001.08.2022 Criti PR Batch 00001.08.2022 Den PR Batch 00001.08.2022 Volu PR Batch 00001.08.2022 Life | 134.46 15.20 54.00 2,414.25 29.26 93.34 |

| Check No | Vendor No Invoice No | Vendor Name Description | Check Date Reference | Check Amount |
|-------------------------------|-----------------------------|---|-----------------------------|--------------|
| | AUG 22 PR | PR Batch 00001.08.2022 Hospital Indemnity | PR Batch 00001.08.2022 Hos | 96.50 |
| | AUG 22 PR | PR Batch 00001.08.2022 Identity Protection | PR Batch 00001.08.2022 Iden | 81.75 |
| | AUG 22 PR | PR Batch 00001.08.2022 Voluntary Life Insuran | PR Batch 00001.08.2022 Volu | 360.21 |
| | AUG 22 PR | PR Batch 00001.08.2022 Life Insurance - Spous | PR Batch 00001.08.2022 Life | 163.43 |
| | AUG 22 PR | PR Batch 00001.08.2022 CCIS Insurance Long- | PR Batch 00001.08.2022 CCI | 149.99 |
| | AUG 22 PR | PR Batch 00001.08.2022 Medical Ins w/RX | PR Batch 00001.08.2022 Med | 25,262.33 |
| | AUG 22 PR | PR Batch 00001.08.2022 Short-Term Disability | PR Batch 00001.08.2022 Shoi | 135.17 |
| | AUG 22 PR | PR Batch 00001.08.2022 Trauma | PR Batch 00001.08.2022 Trau | 35.00 |
| Total for Check Number 51022: | | | | 29,024.89 |
| 51023 | CDW BV76860 | CDW Government LLC Synology Network Attached Storage | 08/31/2022 | 2,241.02 |
| Total for Check Number 51023: | | | | 2,241.02 |
| 51024 | DELL 10607262084 | Dell Marketing LP Replacement Laptop for Steve | 08/31/2022 | 2,524.04 |
| Total for Check Number 51024: | | | | 2,524.04 |
| 51025 | SIERRASP 21794341 082022 | Sierra Springs Bottled Water Service | 08/31/2022 | 108.95 |
| Total for Check Number 51025: | | | | 108.95 |
| 51026 | SHRED-IT 8002167306 | Stericycle, Inc. Shred Service | 08/31/2022 | 81.86 |
| Total for Check Number 51026: | | | | 81.86 |
| 51027 | USPS Aug 2022 | US Postal Service September UB Bills-Postage | 08/31/2022 | 3,207.38 |
| Total for Check Number 51027: | | | | 3,207.38 |
| 51028 | VERIZON 9913467083 | Verizon Wireless Wireless phone service | 08/31/2022 | 650.51 |
| Total for Check Number 51028: | | | | 650.51 |
| Total for 8/31/2022: | | | | 73,995.62 |
| Report Total (13 checks): | | | | 99,331.28 |

Accounts Payable

Checks by Date - Detail by Check Date

User: christine
Printed: 9/9/2022 12:22 PM



| Check No | Vendor No Invoice No | Vendor Name Description | Check Date Reference | Check Amount |
|--|-------------------------|---|-------------------------|--------------|
| ACH | STAPLES | Staples Credit Plan | 09/14/2022 | |
| | 3121047761 | Crew area furniture | | 976.44 |
| | 3121664401 | Crew area furniture | | 225.48 |
| | 3124092631 | Crew area furniture | | 807.99 |
| Total for this ACH Check for Vendor STAPLES: | | | | 2,009.91 |
| 51029 | WP Aug 22 | Avista Utilities Monthly natural gas service | 09/14/2022 | 28.63 |
| Total for Check Number 51029: | | | | 28.63 |
| 51030 | BANNERMC | BANNER BANK | 09/14/2022 | |
| | AB 082922 | Staples - Replacement keyboard/mouse for CCT | | 22.99 |
| | BK 082422 | DC Farmers Co-op - Grass seed for manhole rep | | 8.99 |
| | CM 080322 | Amazon - return defective door chime | | -13.22 |
| | CM 082422 | AICPA - AICPA Dues FYE 23 | | 315.00 |
| | DF 081622 | Zoom - Electronic meeting software for board m | | 93.99 |
| | DF 081822 | Amazon - Small router for Wnchester PS | | 39.90 |
| | GO 080822 | Lowes - 3 bags concrete for spot repair at 3200 E | | 7.76 |
| | HW 081022 | Safeway - Board meeting snacks | | 17.10 |
| | HW 082622 | Shari's - Team building snacks | | 14.99 |
| | JB 082522 | NW Biosolids - Annual conference | | 625.00 |
| | KB 080822 | Champion Car Wash - Inside detail for Greg's ol | | 41.60 |
| | NS 080422 | Little Caesars - Team building lunch for crew | | 34.49 |
| | NS 081422 | Safeway - Ice to stock freezer | | 59.90 |
| | RC 081622a | Pizza Palace - UBOS lunch - JB SL RC AB NS I | | 67.51 |
| | RC 081622b | Pizza Palace - UBOS lunch - JB SL RC AB NS I | | 9.49 |
| | RK 083022 | Coastal - Boots for RK | | 131.99 |
| | SL 081122 | Costco - Business cards for Greg | | 21.99 |
| | SL 081922 | SDAO - Event registration for KB RC NS DF | | 160.00 |
| | SL 082622 | Respect the Look - Replacement flags | | 99.90 |
| | SL 083022 | MUGBargain.com - Jackets for KB SL | | 106.29 |
| Total for Check Number 51030: | | | | 1,865.66 |
| 51031 | BHEC | Bassett-Hyland Energy Company | 09/14/2022 | |
| | CL09101-IN | Vehicle fuel usage | | 1,338.84 |
| | CL09497-IN | Vehicle fuel usage | | 990.25 |
| Total for Check Number 51031: | | | | 2,329.09 |
| 51032 | BATT PLU | Batteries Plus #208 | 09/14/2022 | |
| | P54750364 | Emergency light battery | | 17.33 |
| Total for Check Number 51032: | | | | 17.33 |
| 51033 | BENTLEYW | Bentley Welding | 09/14/2022 | |
| | 65289 | Modifications to bucket for quick change system | | 1,018.54 |

| Check No | Vendor No Invoice No | Vendor Name Description | Check Date Reference | Check Amount |
|-------------------------------|--|---|---|---|
| Total for Check Number 51033: | | | | 1,018.54 |
| 51034 | BIOMED 93094 | bio-MED Testing Services Inc Random DOT drug screen | 09/14/2022 | 60.00 |
| Total for Check Number 51034: | | | | 60.00 |
| 51035 | Chytka 147906 | Chytka Pest Control LLC Monthly pest control services | 09/14/2022 | 40.00 |
| Total for Check Number 51035: | | | | 40.00 |
| 51036 | WATER INV16541 Keady | City of Roseburg August Bulk Water Keady Ct pump station base fee | 09/14/2022 | 83.33 51.00 |
| Total for Check Number 51036: | | | | 134.33 |
| 51037 | DRAUTO 038236 038503 042116 042169 | D & R Auto & Truck Supply Corp DEF fluid Vehicle maintenance supplies Repair hydraulic pump Oil mats | 09/14/2022 | 87.96 14.67 369.24 164.95 |
| Total for Check Number 51037: | | | | 636.82 |
| 51038 | SHAUN 12371 | DC Precision Lube & Tune Oil change 2014 Ford F150 | 09/14/2022 | 55.07 |
| Total for Check Number 51038: | | | | 55.07 |
| 51039 | DAS STAT ARQ24698 | Dept of Admin Services - Attn: Cashier ORCPP FY23 | 09/14/2022 | 900.00 |
| Total for Check Number 51039: | | | | 900.00 |
| 51040 | DiaPower 322837 | Diamond Power Equipment, Inc Diagnostic fee on trimmer | 09/14/2022 | 40.00 |
| Total for Check Number 51040: | | | | 40.00 |
| 51041 | DCPW 652970 653157 654157 654898 | Douglas County Solid Waste Grit pit cleaning Garbage to dump WRF cleanup Haul garbage to dump | 09/14/2022 | 550.84 6.58 30.08 4.00 |
| Total for Check Number 51041: | | | | 591.50 |
| 51042 | DFN Sept 2022 Admin Sept 2022 Brbn Sept 2022 High Sept 2022 Host Sept 2022 Keady Sept 2022 LV Sept 2022 NBank Sept 2022 NTS Sept 2022 Ph/Ca Sept 2022 Wilb1 Sept 2022 Wilb2 | Douglas Fast Net Internet Services-Admin Internet Services-Bourbon St 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 | 09/14/2022 Service: 14806 Service: 205697 Service: 105797 Service: 106289 Service: 205950 Service: 105793 Service: 145049 Service: 141784 Service: 105796 Service: 105794 | 218.99 100.21 76.84 10.55 76.84 104.21 73.84 73.58 101.04 76.84 73.84 |

| Check No | Vendor No Invoice No | Vendor Name Description | Check Date Reference | Check Amount |
|----------|---|--|-------------------------------|----------------------------------|
| | Sept 2022 Winch | Internet Services-Winchester P | Service: 105795 | 73.84 |
| | | | Total for Check Number 51042: | 1,060.62 |
| 51043 | Doyle | Doyle's Upholstery Recover truck seat bottom in B6 | 09/14/2022 | 175.00 |
| | | | Total for Check Number 51043: | 175.00 |
| 51044 | FASTENAL ORROS226186 | Fastenal Company Various size gloves, ear plugs | 09/14/2022 | 358.16 |
| | | | Total for Check Number 51044: | 358.16 |
| 51045 | FEDEX 2270929776 | Federal Express Freight charges - GovDeals purchase | 09/14/2022 | 797.98 |
| | | | Total for Check Number 51045: | 797.98 |
| 51046 | GRAPHDIM 3986 | Graphic Dimensions, Inc. Cut utility bills to mailing size | 09/14/2022 | 37.20 |
| | | | Total for Check Number 51046: | 37.20 |
| 51047 | Jacobs 351289-059 351289-060CL | Jacobs Engineering Group Inc Professional services per agreement Closeout invoice for FYE22 | 09/14/2022 | 133,435.58 21,017.41 |
| | | | Total for Check Number 51047: | 154,452.99 |
| 51048 | LOWES 02118 05708 20536 22093 | Lowes Crack sealer for Dia Lk repair Parts for pump station cameras Water cooler for 2019 Service Truck Safety Glasses | 09/14/2022 | 18.96 54.49 26.59 89.42 |
| | | | Total for Check Number 51048: | 189.46 |
| 51049 | MSTRCR 32735-J | MasterCare Cleaning Co Inc Monthly janitorial services | 09/14/2022 | 390.00 |
| | | | Total for Check Number 51049: | 390.00 |
| 51050 | NEXNET 17703 | Nexcom, LLC Digital phone service | 09/14/2022 | 332.80 |
| | | | Total for Check Number 51050: | 332.80 |
| 51051 | LGL 13251 | Northwest Local Government Legal Advise Legal services for reviewing contract and lease | 09/14/2022 | 715.00 |
| | | | Total for Check Number 51051: | 715.00 |
| 51052 | DEQ WQ23DOM-0836 | Oregon DEQ File 76771 NPDES Permit | 09/14/2022 | 32,311.00 |
| | | | Total for Check Number 51052: | 32,311.00 |
| 51053 | OR-LIN 830550 836147 | Oregon Linen, Inc. Laundry service Laundry & mat service | 09/14/2022 | 29.99 62.58 |

| Check No | Vendor No Invoice No | Vendor Name Description | Check Date Reference | Check Amount |
|-------------------------------|----------------------------|--|-------------------------|--------------------|
| Total for Check Number 51053: | | | | 92.57 |
| 51054 | PPL | Pacific Power | 09/14/2022 | |
| | Aug 2022 411LM | Usage-411 LM-Storage Bldg | | 26.36 |
| | Aug 2022 425LM | Power Usage-425 Long Meadow | | 10.73 |
| | Aug 2022 Admin | Power Usage-Admin Bldg | | 602.03 |
| | Aug 2022 Brbn | Power Usage-310 Bourbon St PS | | 53.97 |
| | Aug 2022 BrbnC | Contract-310 Bourbon St PS | | 70.19 |
| | Aug 2022 Gate | Power Usage-140 LM-NTS Gate | | 20.22 |
| | Aug 2022 High | Power Usage-Highland PS | | 614.65 |
| | Aug 2022 Keady | Contract Min&Usage-Keady Ct PS | | 53.35 |
| | Aug 2022 LV | Power Usage-Loma Vista PS | | 76.17 |
| | Aug 2022 NBank | Power Usage-North Bank PS | | 83.50 |
| | Aug 2022 NTS | Contract/Power Usage-NTS PS | | 12,138.02 |
| | Aug 2022 SBank | Power Usage-South Bank PS | | 1,113.85 |
| | Aug 2022 Wilb1 | Power Usage-Wilbur 1 PS | | 79.20 |
| | Aug 2022 Wilb2 | Power Usage-Wilbur 2 PS | | 128.30 |
| | Aug 2022 WWTP1 | Power Usage-WWTP 1 | | 17,396.82 |
| | Aug 2022 WWTP2 | Power Usage-WWTP 2 | | 27.86 |
| Total for Check Number 51054: | | | | 32,495.22 |
| 51055 | PKGDEPOT 85505 | Package Depot Shipping costs to send camera to True North for | 09/14/2022 | 19.58 |
| Total for Check Number 51055: | | | | 19.58 |
| 51056 | PAPEKEN 5700871 | Pape Kenworth Camel repair | 09/14/2022 | 176.90 |
| Total for Check Number 51056: | | | | 176.90 |
| 51057 | PLATT2 3D46599 | Platt Electric Supply Parts for pump station cameras | 09/14/2022 | 15.16 |
| Total for Check Number 51057: | | | | 15.16 |
| 51058 | Premium 25062 | Premium Landscape, Inc. Monthly landscape services | 09/14/2022 | 180.25 |
| Total for Check Number 51058: | | | | 180.25 |
| 51059 | PRINTS 34542 34618 | Prints Charming HiViz Shirts - Crew Embroidery on jackets for SL & KB | 09/14/2022 | 464.00 34.00 |
| Total for Check Number 51059: | | | | 498.00 |
| 51060 | RSBG-DIS 919890 | Roseburg Disposal Company | 09/14/2022 | 61.00 |
| Total for Check Number 51060: | | | | 61.00 |
| 51061 | TECHUNL 363201 | Technology Unlimited, Inc Acuracy Annual SW License & Support Renewa | 09/14/2022 | 485.00 |
| Total for Check Number 51061: | | | | 485.00 |
| 51062 | TEKMAN 80951a 80951b | TEKMANAGEMENT, INC. Backup & Recovery Services Server Maint & monitoring | 09/14/2022 | 565.00 1,518.14 |

| Check No | Vendor No Invoice No | Vendor Name Description | Check Date Reference | Check Amount |
|-------------------------------|---|--|-------------------------|--------------|
| | 80951c | Encryption of laptops | | 49.50 |
| | 80951d | DNS Filter (security) | | 40.00 |
| | 80951e | Security awareness training | | 25.65 |
| | | | | <hr/> |
| Total for Check Number 51062: | | | | 2,198.29 |
| 51063 | TIM ALLE 9104 | Tim Allen Equipment Manlift to hang security cameras | 09/14/2022 | 254.39 |
| | | | | <hr/> |
| Total for Check Number 51063: | | | | 254.39 |
| 51064 | TRUE NOR 003405 | True North Equipment, Inc. Repair CCTV camera | 09/14/2022 | 1,024.37 |
| | | | | <hr/> |
| Total for Check Number 51064: | | | | 1,024.37 |
| 51065 | UBWA Aug 2022 411LM Aug 2022 606LM Aug 2022 Brbn | Umpqua Basin Water Association Water - 411 Long Meadows Ln Water - 606 Long Meadows Ln Water - 310 Bourbon St | 09/14/2022 | 22.00 |
| | | | | 22.00 |
| | | | | 22.00 |
| | | | | <hr/> |
| Total for Check Number 51065: | | | | 66.00 |
| 51066 | UMP-SAND 100394 | Umpqua Sand & Gravel Debris from cleanup at WRF | 09/14/2022 | 8.79 |
| | | | | <hr/> |
| Total for Check Number 51066: | | | | 8.79 |
| 51067 | UB*00058 | STEVE WALKER Refund Check Refund Check Refund Check | 09/14/2022 | 2.50 |
| | | | | 47.50 |
| | | | | 10.00 |
| | | | | <hr/> |
| Total for Check Number 51067: | | | | 60.00 |
| | | | | <hr/> |
| Total for 9/14/2022: | | | | 238,182.61 |
| | | | | <hr/> |
| Report Total (40 checks): | | | | 238,182.61 |
| | | | | <hr/> |