



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

REGULAR MONTHLY BOARD MEETING

April 10, 2019

TABLE OF CONTENTS

<u>Item</u>	<u>Page No.</u>
Agenda – April, 2019 Board Meeting	1
Minutes – March 13, 2019 Board Meeting	2-5
General Manager’s Informational Report – March, 2019	6
New Developments and Projects – March, 2019	7
Staff Reports – March, 2019	8
CH2M Operations Report – March, 2019	9-15
Financial Reports	
• Cash Disbursement Recap	16
• Accounts Payable Detail	17-23



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

**April 10th, 2019
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 Giese

- 1. Call to Order – John Dunn, Board Chair**
- 2. Roll Call**
- 3. Consider Minutes**
 - a. March 13th, 2019 Board Meeting
- 4. Budget Committee Members**
- 5. General Managers Report**
 - a. Back Nine Sanitary Sewer Extension Phase I
 - b. Winchester Pump Station Force Main Replacement
 - c. Loma Vista Pump Station Study
 - d. Wastewater Treatment Plant Fuel Tank Removal
 - i. Status update
 - e. Staff Development
- 6. New Developments**
- 7. Staff Report**
- 8. ch2m (Jacobs) Plant Operations Report**
- 9. Accounts Payable**
- 10. 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 March 13, 2019 at 1297 N.E. Grandview Drive.

ROLL CALL

Directors

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

Absent:

Others present: General Manager Jim Baird, Finance Director Christine Morris, Office Assistant Harmony Williams, Collection System Superintendent Steve Lusch, Engineering Technician III Ryon Kershner and CH2M Project Manager Jade Mecham.

Consideration of the minutes of the Regular Monthly Board Meeting of Wednesday, February 13, 2019.

Rob Lieberman moved to approve the amended minutes, for the Wednesday, February 13, 2019 Roseburg Urban Sanitary Authority Regular Monthly Meeting.

David Campos seconded the motion.

The motion passed unanimously.

Cooperative Improvement Agreement – Amendment No. 1

Amendment No. 1 to the Cooperative Improvement Agreement regarding Old Highway 99N was presented by Staff. The Amendment replaces Section 5 of the Cooperative Improvement Agreement between RUSA and Douglas County.

Jerry Griese made a motion to approve Amendment No. 1 to the Cooperative Improvement Agreement between RUSA and Douglas County.

Rob Lieberman seconded the motion.

The motion passed unanimously.

Intergovernmental Agreement

The City of Roseburg plans to obtain aerial and orthoimagery services from GeoTerra. As the service area of the City and RUSA are similar, RUSA desires to collaborate with the City for these services.

Staff presented Intergovernmental Agreement Aerial Mapping Services between the City of Roseburg and RUSA.

Rob Lieberman made a motion to approve the Intergovernmental Agreement between the City of Roseburg and RUSA.

David Campos seconded the motion.

The motion passed unanimously.

Contract Review Board – Recess Regular Board Meeting

At 4:12 p.m. Board Chair called to order the RUSA Local Contract Review Board. The Local Contract Review Board reviewed the written findings of the Sole Source procurement.

The regular Board Meeting recommenced at 4:26 p.m.

Kelsey Wood made a motion to award the Biosolids Cake Facility expansion as a Sole Source procurement to Huber Technology.

Rob Lieberman seconded the motion.

The motion passed unanimously.

General Managers Report

Back Nine Sanitary Sewer Extension Phase I

Utility power is still pending Pacific Power installation.

NW Black Avenue Sanitary Sewer Replacement Project

The Engineer's test reports, letter of certification of completion and as-built drawings have been received. The project in the one-year warranty period.

Downtown Improvements Phase II

The Engineer's test reports, letter of certification of completion and as-built drawings have been received. The project in the one-year warranty period.

Winchester Pump Station Force Main Replacement Project

The project bidding period has closed. R&G Excavating was the apparent low bidder. RUSA's share is \$ 2,334,778.

Loma Vista Pump Station Study

i.e. Engineering is working on the study. The draft study is scheduled to be completed by the end of March.

Wastewater Treatment Plant Fuel Tank Removal

We have provided the DEQ the addition requested documentation. Nancy Sawka, Cleanup Project Manager, has stated that she is writing up the No Further Action Required letter for internal review and finalization.

Winter Storm Damage Update

Due to the severe winter weather we experience in Roseburg the following power outages and system failures occurred:

WWTP – Utility power was out from Sunday night until Tuesday morning. We operated the plant on the backup generators during the outage. Due to the extended time without power and inability of our fuel supplier to reach the plant the Jacobs personnel as well as RUSA staff shuttled diesel to supply the generator. Due to the large amount of fuel required and multiple locations requiring fuel RUSA enlisted Basco Logging to assist in the effort.

Loma Vista Pump Station – Utility power was out from Sunday until Wednesday. We rented a portable generator to provide power for the station.

Highland Pump Station – Utility power was out from Sunday until Wednesday. Highland Pump Station utilized the backup generator onsite until power was restored.

Winchester Pump Station – Utility power was out from Sunday until Wednesday. Winchester Pump Station utilized the backup generator on site until power was restored.

North Bank Pump Station – Access to the site was hazardous on Sunday night. Jacobs personnel made it to the site Monday to find that a check valve had failed, and the dry pit was flooded. Arrangements were made to rent a portable pump from Godwin Pump in Portland and bypass pumping was established Wednesday after a failed attempt to move the pump to the site Tuesday night. The pumps were removed and repaired at HPS Electric and the electrical components replaced. The pump station was back in operation Saturday afternoon.

Wilber I and II – Both pump stations experienced utility power outage Sunday and power was restored Wednesday. We mobilized two generators to the pump station sites to provide power.

Staff and Board Professional Development

The SDAO Annual Conference was held February 8th – 10th at Sunriver. David Campos, Kelsey Wood and Jim Baird attended the conference.

The Occupational Safety and Health Conference was held March 4th – 7th in Portland. Ryon Kershner (RUSA Safety Committee Chair) attended the conference this year.

Surplus Vehicle Sales

Two vehicles sold on GovDeals recently. The 1997 Chevrolet 1-ton cab-chassis sold for \$6,100 and the 2011 Chevrolet ¾ ton pickup with canopy sold for \$18,000.

CH2M Report

Jade Mecham CH2M Project Manager advised that the treatment facility averaged 91% BOD removal and 94% Total Suspended Solids removal. The major winter storm resulted in the plant losing grid electrical power for 32 hours.

Accounts Payable

The Board reviewed the Accounts Payable Report and Addendum for the March 13, 2019 Accounts Payable.

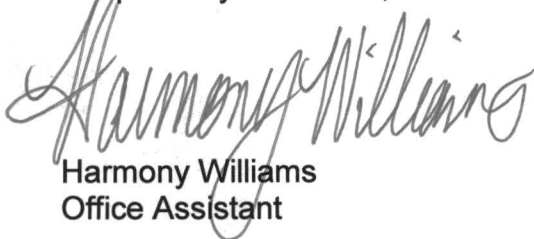
David Campos made a motion to approve the Accounts Payable and Addendum as presented.
Kelsey Wood seconded the motion.
The motion passed unanimously.

Other Business

None.

There being no further business to come before the Board, the meeting was adjourned at 4:55 p.m.

Respectfully submitted,

A handwritten signature in cursive script, reading "Harmony Williams".

Harmony Williams
Office Assistant

GENERAL MANAGERS REPORT

Date: 4/5/19
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

Utility power is still pending Pacific Power installation.

Winchester Pump Station Force Main Replacement Project

The project bidding period has closed. R&G Excavating was the apparent low bidder. RUSA's share is \$ 2,126,298.39. Engineering services during construction, increase in quantities and change orders will change the final amount of RUSA's share of the construction cost.

Loma Vista Pump Station Study

i.e. Engineering is working on the study. The draft study has moved out a little. The report will be completed by the end of April.

Wastewater Treatment Plant Fuel Tank Removal

Nancy Sawka, Cleanup Project Manager, has stated that she completed the "No Further Action Required" letter and will send it to RUSA after we have paid the final billing from DEQ. The final billing should be in the April payables next month.

Staff Professional Development

Two of our collection staff, Andrew Blondell and Leland Miller, attended the Wastewater Certification Review Class hosted by UBOS and UCC. Both employees plan on taking the Grade I Wastewater Collection Certification exam in the near future.

ROSEBURG URBAN SANITARY AUTHORITY

NEW DEVELOPMENTS AND PROJECTS

DEVELOPMENTS:

- Oakridge Court Apartments
 - The plans and specifications have been approved. This project is on hold.
- Newton Creek Manor
 - This project is 98 percent complete. The mainline and manholes are in place.
- Umpqua Health Newton Creek Campus
 - This project was extended and is waiting on final testing.
 - The initial pipe and manholes have been tested and we are waiting on asbuilts
- Townsend Lane Subdivision, Final plans Under review

PRELIMINARY DESIGN:

- Loma Vista Pump Station Improvement Study
- Tabor – Military Avenue partition
- 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 lift station is waiting for power service.
- Winchester Pump Station Pressure Line Replacement
 - Project awarded to R & G Excavating, Inch, no start date at this time.

ROSEBURG URBAN SANITARY AUTHORITY

March 2019 STAFF REPORTS

COLLECTION DEPARTMENT:

- Completed 38 work orders.
- Completed CCTV of 22,103 feet of mainline.
- Completed cleaning of 30,446 feet of mainline.
- Completed 98 manhole inspections.
- Cleaned Loma Vista & Keady Ct wet wells.
- Repaired 3 manholes and completed 2 spot repairs.
- Completed 1 mainline tap.
- Completed annual backflow device testing (10 devices).
- Leland and Andrew attended a wastewater certification class at UCC.

ENGINEERING DEPARTMENT:

- Completed 210 underground utility locate requests.
- Issued 13 permits and completed 13 inspections.
- Back Nine Sanitary Sewer Extension project. The lift station is waiting for power service. The sewer system has been tentatively accepted and put in its warranty period.
- Construction on the Cascade Court Project is complete. The City is finalizing negotiation with a home owner and working on closing out the project.
- Newton Creek Manor mainline extension is now complete waiting on final TV inspection to begin warrantee.
- Umpqua Health mainline has been extended. An additional 60 feet of pipe will be constructed. The original line has been completed. The extension has been complete and in Warrantee
- Bids have closed for the Hwy 99 pressure main project. R&G Excavating, Inc. was the apparent low bidder. RUSA's share of the project is \$ 2,334,778.
- FOG inspections: Elmer's-Violations letter sent out-Pumped, Rodeo Steak house-pumped-placed on 3-month schedule, Sizzlers-pumped-placed on 3 month schedule, Burger King-O.K., Fred Meyers-Notified they need to pump, GV Retirement-Needs Cleaned, Margie's Sutherlin Charm, Mobil food trailer having Roto Rooter pump their tank. DC Fair Grounds-OK, Umpqua Sweets and Treats-O.K., Kowloon's-O.K.

FINANCE DEPARTMENT:

- Vacancy Credits: 13 were processed for a total of \$1,501.90 in March.
- Credit cards/eChecks: 813 payments totaling \$47,983.73 were collected in March. 83 payments received at the counter, 36 by voice response system, and 694 on-line.
- Automatic Payments: 2,018 customer accounts are signed up. Received \$81,172.94 or approximately 14.6% of monthly billing.



TO: Jim Baird, General Manager-RUSA
FROM: Jade Mecham, Project Manager
DATE: April 3, 2019
SUBJECT: March 2019 Monthly Report

OPERATIONAL ACTIVITIES

- The treatment facility averaged 96% 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 March 2019, was 263,000 KWHRS with a total Effluent flow of 187.12 million gallons, all of which went to Outfall 001 (South Umpqua River). The March 2018 electrical consumption was 229,000 KWHRS with a total Effluent flow of 176.96 million gallons, all of which went to the river at Outfall 001.
- Following the snow event, a tree near the Influent Bldg. had to be removed due to the ground softening and the tree leaning over a generator.
- The semi-annual sampling event for the plant took place over a 3-day period. Results showed that the plant is within the approved limits.
- The permit to allow Jack Pollock to haul holding tank waste from offices was renewed for another year.

PRETREATMENT ACTIVITIES

The following pretreatment inspections were completed in March:

- *FCC Commerical Furniture*: They were inspected and sampled as part of their semi-annual permit.
- *Dutch Brothers Coffee on Harvard Blvd*: They have a small outside interceptor that was too full and spilling over. We spoke with the day manager about the interceptor and informed RUSA.
- *Parrot House Bakery*: This private bakery's outfall was Ok at the clean out.
- *7 Thai Restaurant*: Downstream at the manhole was Ok for grease buildup.
- *Rose Village Retirement*: This is a retirement community; grease issues were not a problem.
- *Express Market on Harvard*: No FOG issues were seen at this location.

NATURAL TREATMENT SYSTEM (NTS)

- There are a lot of trees and limbs down throughout the site, including the roadways, from the snow event.

- Some spraying of emerging thistle took place.
- A seed spreader was purchased and installed on the back of the Kubota UTV.

MAINTENANCE ACTIVITIES

- Replaced the Analog out module for the Chlorine PLC.
- Replaced the mechanical seal for the #3 pump at the Highland station.
- Replaced the Missions control board for the Wilbur #1 station.
- Had the heater fan repaired for the Chevrolet 4x4 truck.
- Had the door lock assembly replaced for the Highland station.
- Replaced the panel power outlet inside the PLC panel for the NTS building.
- Replaced the power phase monitor for the #2 plant Air compressor.
- Rebuilt Sludge Valve S-55 below the GBT inlet.
- Replaced the tailgate handle for the Chevrolet 4x4 truck.
- Due to flooding the station during high flow and power outage for several days, we rebuilt the North Bank Station with new electrical panel components and the electric motors dried out.
- Investigated the power problem issue using a power recorder and the help of the electrical engineer from PP&L. Found 1000VAC spikes coming from PP&L

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: 102

12 BOD's	31 pH	12 Fecal/E. Coli
12 TSS	31 Cl2 Res.	4 Ammonia
- Precision results:

In Control: 102	Accuracy Results:
Out of control: 0	In Control: 90
	Out of Control: 0
- On 3/14/19, lab water was sampled. Samples were shipped to NRC for testing.
- On 3/11, 3/12, and 3/13/19, we sampled Semi Annual Metals and Cyanide. Samples were shipped to NRC on 3/14/19.

PERSONNEL/COMMUNITY SERVICE ACTIVITIES

- The Roseburg project received an OMServices Teamwork award for safety and a Buildings, Infrastructure and Advanced Facilities (BIAF) Teamwork award for Safety.

UPCOMING EVENTS

OPERATIONS/NTS:

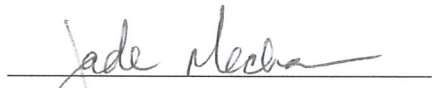
- Purchase grass seed and begin harrowing area's where thistles have been growing in preparation for seeding.

- Continue removal of downed trees and limbs from the roadways.

MAINTENANCE:

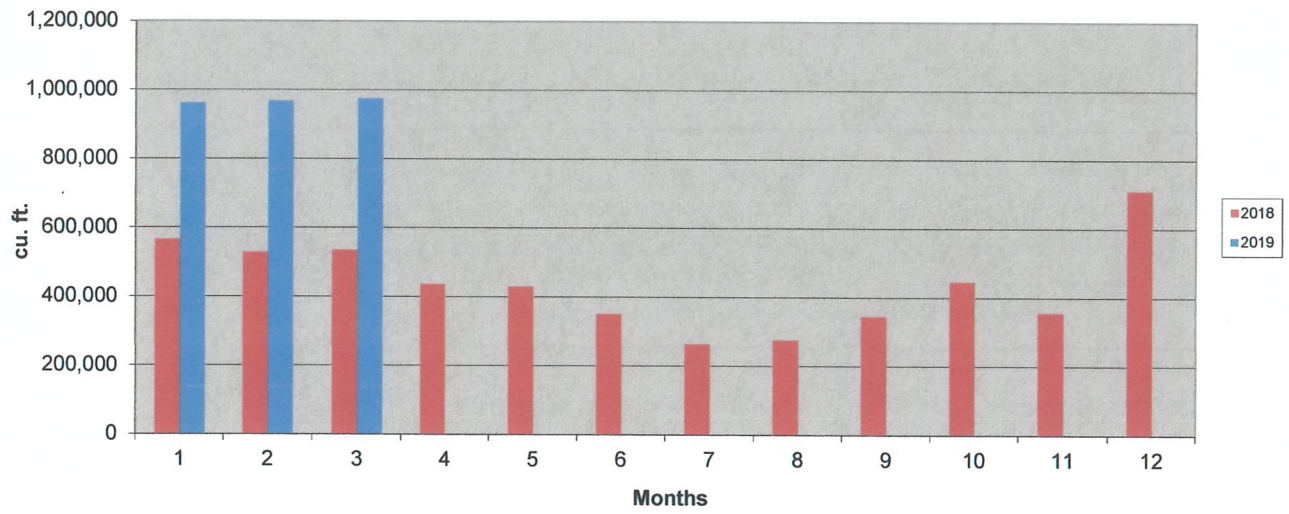
- Replace Sludge Transfer VFDs.
- Rebuild Odorous Air Fan.
- Have Slinger truck repainted and put back together for hauling in May.

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

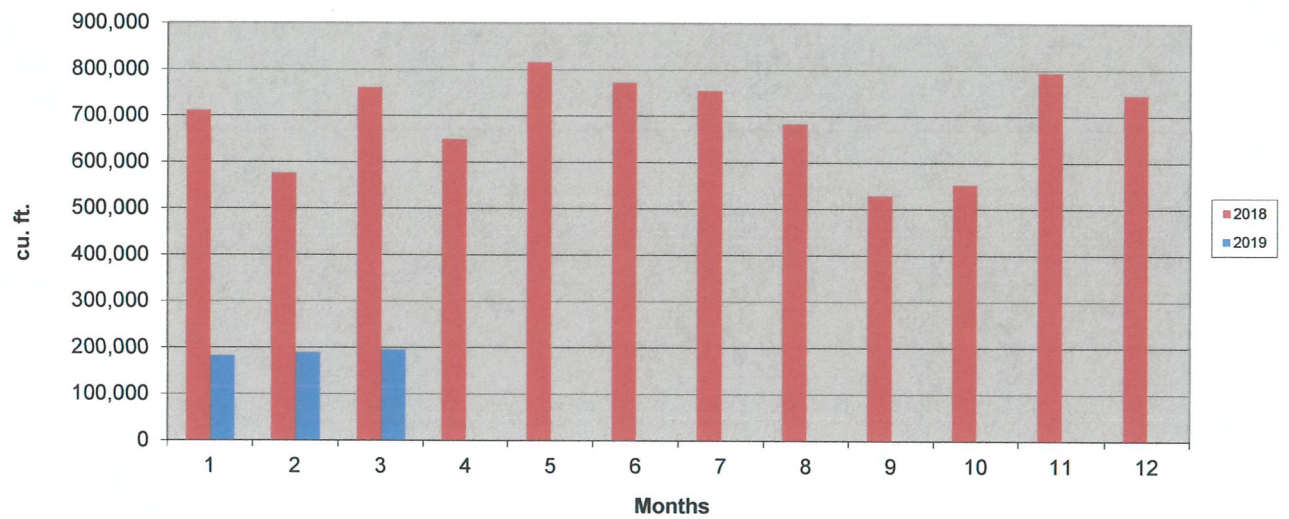


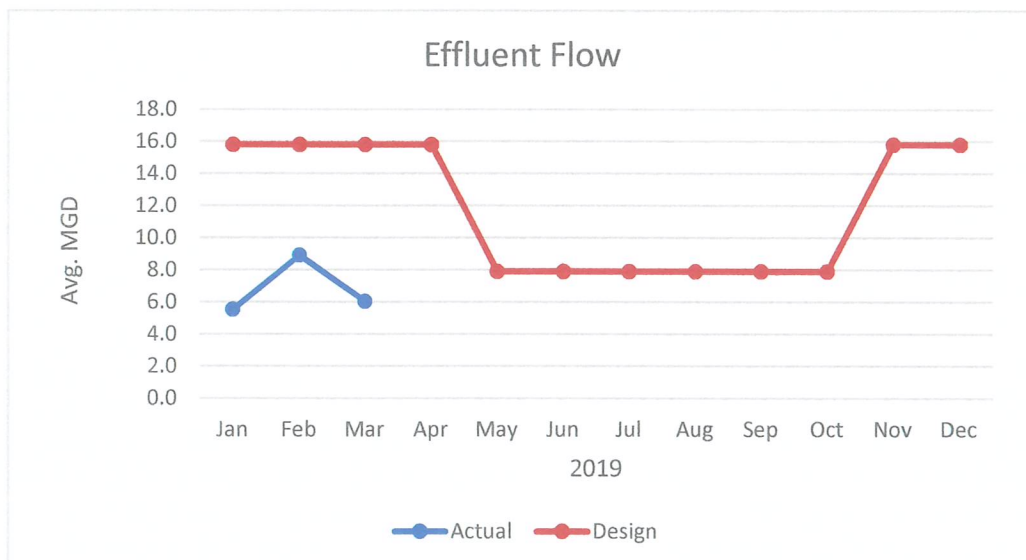
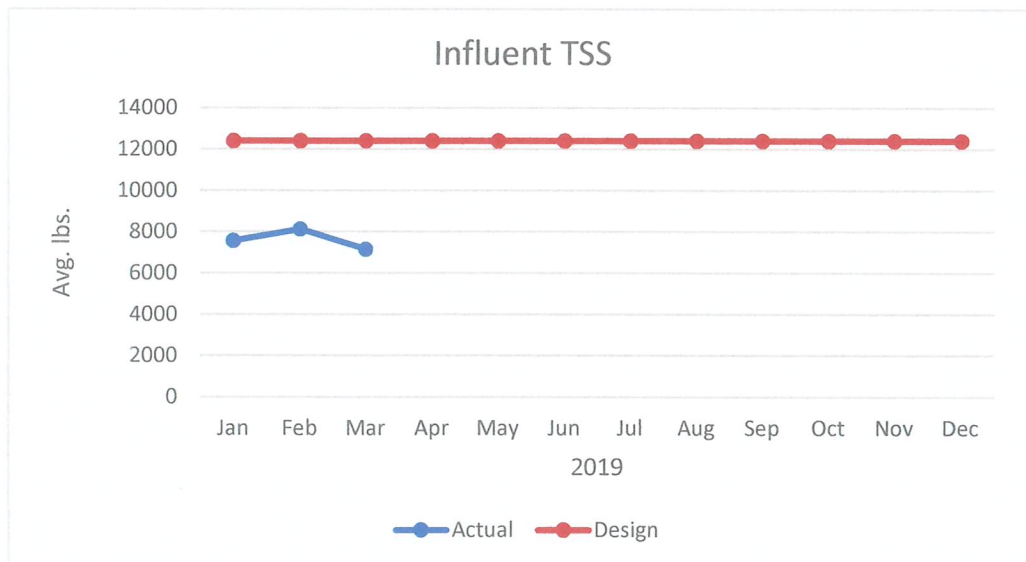
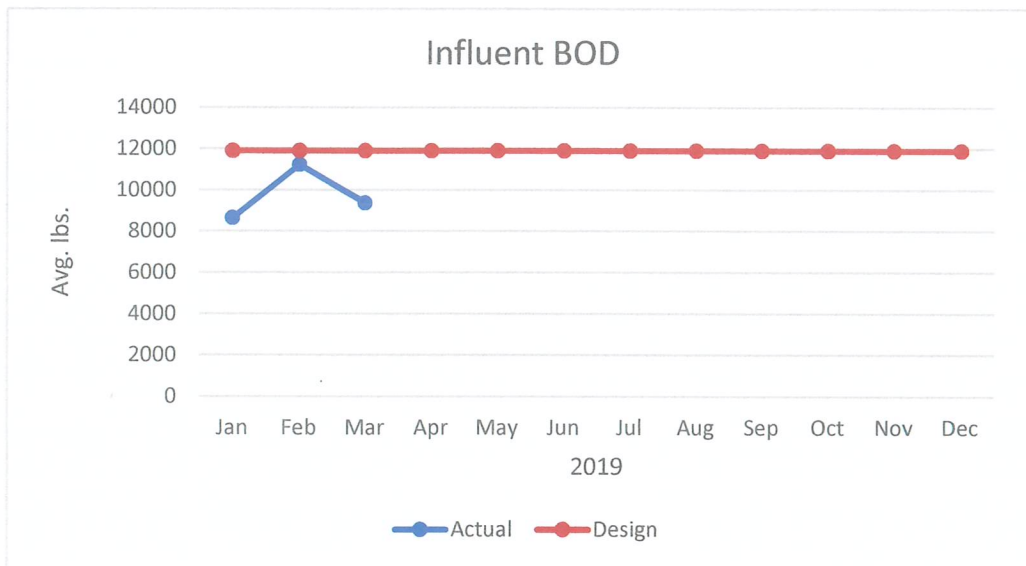
Jade Mecham
Project Manager
Jacobs

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
Apr-18	4.08	9078	6784
May-18	3.15	7012	6919
Jun-18	2.87	7027	6826
Jul-18	2.76	6345	6937
Aug-18	2.76	6849	6849
Sep-18	2.65	7770	8030
Oct-18	2.66	6406	6481
Nov-18	3.13	8615	6288
Dec-18	4.83	8939	7443
Jan-19	5.55	8653	7574
Feb-19	8.92	11233	8133
Mar-19	6.05	9369	7158

SUM	49.41	97294	85421
AVE	4.12	8108	7118
MAX	8.92	11233	8133
MIN	2.65	6345	6288

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	8.58
Max Weekly Avg (Wed Rule) , Beginning: 3/17/2019	MG/L	45	10
Average Loading	lb/day	3800	442
Max Weekly Avg (Wed Rule) Loading, Beginning: 3/3/2019	lb/day	5600.00	818
Plnt Ef			
pH Lab - pH Lab Standard Units			
Minimum , 3/10/2019	S.U.	6.10	6.88
Maximum , 3/31/2019	S.U.	8.50	7.55
Plnt Ef			
Solids TSS - Total Suspended Solids TSS			
Average	MG/L	30.00	4.58
Plnt Ef			
Solids TSS - Total Suspended Solids TSS			
Max Weekly Avg (Wed Rule) , Beginning: 3/3/2019	MG/L	45.00	6.33
Plnt Ef			
Solids TSS - Total Suspended Solids TSS			
Average Loading	lb/day	3800.00	249.07
Plnt Ef - Effluent			
E Coli - E Coli			
Average	MPN	126.00	4
Max Weekly Avg (Wed Rule) , Beginning: 3/3/2019	MPN	406.00	6
Plnt Ef			
Cl2 Residual - Chlorine Total Residual			
Average	MG/L	.5	0.03
Plant TSS Removal Efficiency			
Avg % Removal (Lower Limit)	%	85.00	97
Plant BOD Removal Efficiency			
Avg % Removal (Lower Limit)	%	85.00	96
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 APRIL 10, 2019

Cash Disbursements Since the Last Board Meeting

All Funds:

Total of Prepaid Checks & ACH Transactions	66,530.13
Total of Regular Checks & ACH Transactions	<u>2,271,137.17</u>

Total Expenditures (not including Payroll)	<u>2,337,667.30</u>
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Payroll:

Net Payroll - March 2019	58,883.56
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All Checks & ACH Transactions since the Board Meeting of March 13, 2019	<u>2,396,550.86</u>
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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	ASIFLEX	ASIFlex	03/29/2019	
	MARCH 19 PR	PR Batch 00001.03.2019 Flexible Spending Acc	PR Batch 00001.03.2019 Flex	1,479.13
	MARCH 19 PR	PR Batch 00001.03.2019 Dependent Care FSA	PR Batch 00001.03.2019 Dep	83.33
Total for this ACH Check for Vendor ASIFLEX:				1,562.46
ACH	DNB	Internal Revenue Service	03/29/2019	
	MARCH 19 PR	PR Batch 00001.03.2019 Medicare - Employer	PR Batch 00001.03.2019 Med	1,238.25
	MARCH 19 PR	PR Batch 00001.03.2019 Medicare - Employee	PR Batch 00001.03.2019 Med	1,238.25
	MARCH 19 PR	PR Batch 00001.03.2019 Federal Income Tax	PR Batch 00001.03.2019 Fed	5,866.30
	MARCH 19 PR	PR Batch 00001.03.2019 FICA - Employee	PR Batch 00001.03.2019 FIC	5,294.60
	MARCH 19 PR	PR Batch 00001.03.2019 FICA - Employer	PR Batch 00001.03.2019 FIC	5,294.60
Total for this ACH Check for Vendor DNB:				18,932.00
ACH	OR-Rev	Oregon Dept. of Revenue	03/29/2019	
	MARCH 19 PR	PR Batch 00001.03.2019 Oregon W/Held	PR Batch 00001.03.2019 Ore	4,894.03
Total for this ACH Check for Vendor OR-Rev:				4,894.03
ACH	PBPP	Pitney Bowes Purchase Power	03/29/2019	
	1011447328	Postage machine ink cartridge		97.38
	27218023	Postage machine refill		150.00
Total for this ACH Check for Vendor PBPP:				247.38
48891	CIS INS	CIS Trust	03/29/2019	
	MARCH 19 PR	PR Batch 00001.03.2019 CCIS Insurance AD&I	PR Batch 00001.03.2019 CCI	21.91
	MARCH 19 PR	PR Batch 00001.03.2019 Dental & Vision	PR Batch 00001.03.2019 Den	3,341.00
	MARCH 19 PR	PR Batch 00001.03.2019 Voluntary Dependent I	PR Batch 00001.03.2019 Vol	31.92
	MARCH 19 PR	PR Batch 00001.03.2019 Voluntary Life Insuran	PR Batch 00001.03.2019 Vol	249.50
	MARCH 19 PR	PR Batch 00001.03.2019 Life Insurance - er	PR Batch 00001.03.2019 Life	105.89
	MARCH 19 PR	PR Batch 00001.03.2019 Life Insurance - Spous	PR Batch 00001.03.2019 Life	138.77
	MARCH 19 PR	PR Batch 00001.03.2019 CCIS Insurance Long-	PR Batch 00001.03.2019 CCI	222.88
	MARCH 19 PR	PR Batch 00001.03.2019 Medical Ins w/RX	PR Batch 00001.03.2019 Med	28,591.10
	MARCH 19 PR	PR Batch 00001.03.2019 Short-Term Disability	PR Batch 00001.03.2019 Sho	124.51
Total for Check Number 48891:				32,827.48
48892	PEBS CO	Nationwide Retirement Solutions	03/29/2019	
	MARCH 19 PR	PR Batch 00001.03.2019 Nationwide-Deferred C	PR Batch 00001.03.2019 Nati	4,225.00
Total for Check Number 48892:				4,225.00
48893	TYCO	Johnson Controls Security Solutions	03/29/2019	
	32036398	Service call for fire system losing dial tone		460.00
Total for Check Number 48893:				460.00
48894	petty	Petty Cash c/o Harmony Williams	03/29/2019	
	Feb 2019	Easement copies from Douglas County Clerk		9.25

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	Mar 11 2019	Costco - Dishwasher tablets		9.99
	Mar 14 2019	Bagel Tree & Safeway - Staff meeting snacks		40.72
	Mar 27 2019	Costco - Spring potluck supplies		100.79
				<hr/>
Total for Check Number 48894:				160.75
48895	SHRED-IT 8126859224	Shred-It USA Monthly shredding service	03/29/2019	85.02
				<hr/>
Total for Check Number 48895:				85.02
48896	USPS April 2019	US Postal Service Postage for April sewer bills	03/29/2019	2,447.76
				<hr/>
Total for Check Number 48896:				2,447.76
48897	VERIZON 9826175512 9826175520	Verizon Wireless Wireless telephone services Wireless for TV Van	03/29/2019	649.23 39.02
				<hr/>
Total for Check Number 48897:				688.25
				<hr/>
Total for 3/29/2019:				66,530.13
				<hr/>
Report Total (11 checks):				66,530.13
				<hr/>

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	ASIFLEX A000325893039FC	ASIFlex Cafeteria plan fees	04/10/2019	52.50
Total for this ACH Check for Vendor ASIFLEX:				52.50
ACH	STAPLES 2251217661a 2251217661b 2251319311 2252236971 2254633291 2254745131 2261529311 2262987811	Staples Credit Plan Toner cartridges Kitchen supplies Office supplies High Res VGA Splitter High Res VGA Splitter-Returned Splitter Cable Iphone charging cable Deposit bags	04/10/2019	558.60 91.74 23.80 16.69 -16.69 22.39 17.19 49.98
Total for this ACH Check for Vendor STAPLES:				763.70
48898	WP March 2019	Avista Utilities Natural gas service	04/10/2019	206.31
Total for Check Number 48898:				206.31
48899	BANNERMC CM 031919 CM 032519 CM 032719 DF 030119 DF 030519 DF 030619 DF 032119 DF 032619 GO 030419 GO 030519 GO 030819a GO 030819b HW 031319 JJB 030519 JJB 031919a JJB 031919b KB 031919 KV 032019 MC 031419 MC 031519 MC 031919 MC 032019 RC 032219 RC 032719 RK 030519 RK 030519cr RK 030619	BANNER BANK Abbys - UBOS lunch - Christine Microsoft - Credit voucher OSCPA - Dues FYE19 - Christine CDW Gov't - Monitor for TV Van Microsoft - Upgrade Jim's computer to Windows Network Solutions - Tied to domain rusa-or.info Newegg - Monitors for interns Show Me Cables - Monitor cables for interns & Batteries Plus - Batteries for battery back ups Ten Down - DCUCC lunch - GO Coastal - Ant traps DC Precision Lube - Oil change for 2014 Ford F Safeway - Board meeting snacks Ten Down - DCUCC lunch - JJB Oregon Tool - Inverted black spray paint Abbys - UBOS lunch - JVB, SL, JJB Abbys - UBOS lunch - KB, LM, RC, KV Harbor Freight - Measuring tapes for trucks Home Depot - Root killer Home Depot - Motion light for WWTP warehou Abbys - UBOS lunch - MC, AB Elmers - DCSA lunch - SL, MC DC Co-op - Copper sulfate root control Diamond Lake Chevron - Fuel for 2014 F450 - C Red Robin - Dinner GOSH Conf - Ryon Red Robin - Dinner GOSH Conf - Ryon - Easy S Red Robin - Dinner GOSH Conf - Ryon	04/10/2019	9.95 -10.08 315.00 291.09 309.00 11.39 359.98 50.52 42.00 12.25 7.49 37.93 10.00 12.00 4.95 27.00 42.00 50.97 12.98 44.94 21.00 31.76 156.99 30.00 20.95 -0.84 20.95

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	RK 030619cr	Red Robin - Dinner GOSH Conf - Ryon - Easy s		-0.84
	RK 030719a	Red Robin - Dinner GOSH Conf - Ryon		18.92
	RK 030719b	Double Tree Hotel - Lodging - GOSH Conf - Ry		691.80
	RK 030719c	Mod Pizza - Meal - GOSH Conf - Ryon		13.11
	RK 030719cr	Red Robin - Dinner GOSH Conf - Ryon - Easy s		-0.76
	RK 032519	ASTM - ASTM Standards for HDPE pipe weldin		48.00
	RK 032819	Lynx Group - ODOT/APWA Standards manuals		88.55
	SL 022819a	APWA - Public works leadership conference - K		650.00
	SL 022819b	UCC - Wastewater Cert Class - AB & KV		848.00
	SL 030219	Costco - Business cards for AB		21.99
	SL 030719	Traffic Safety Whse - Safety wheel chock blocks		268.72
	SL 031519	USA Blue Book - Straps for ferncos		87.24
Total for Check Number 48899:				4,656.90
48900	BATT PLU P12530008	Batteries Plus #208 Battery back-up for Dave's computer, flashlight	04/10/2019	229.99
Total for Check Number 48900:				229.99
48901	CH2M 107769CH002	CH2M Inc. Plan review services	04/10/2019	958.64
Total for Check Number 48901:				958.64
48902	OMI 351289-009	CH2MHill OMI Professional services per agreement	04/10/2019	121,072.75
Total for Check Number 48902:				121,072.75
48903	WATER INV07089 March 2019	City of Roseburg Bulk water use and permit Water service	04/10/2019	96.20 233.74
Total for Check Number 48903:				329.94
48904	Comspan 42832	Comspan Communications, Inc. Monthly analog phone service for fax, fire & sec	04/10/2019	125.18
Total for Check Number 48904:				125.18
48905	Crystal 289826	Crystal Clear Window Cleaning Inside/Outside window cleaning	04/10/2019	150.00
Total for Check Number 48905:				150.00
48906	DEQ USTC19-0809	Dept of Environmental Quality Gas and diesel tank removal project review	04/10/2019	1,655.69
Total for Check Number 48906:				1,655.69
48907	DCPW 497448	Douglas County Public Works Disposal of debris from grit pit	04/10/2019	130.67
Total for Check Number 48907:				130.67
48908	DFN April 2019 Admi April 2019 High April 2019 Host April 2019 NBan April 2019 NTS	Douglas Fast Net Internet Services-Admin Internet Services-Highland PS Admin Hosting Internet Services-No. Bank PS Internet Services-NTS	04/10/2019 Service: 14806 Service: 105797 Service: 105793 Service: 23920	213.49 74.91 10.28 71.91 46.09

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	April 2019 Winc	Internet Services-Winchester P	Service: 105795	74.91
	April 2019Keady	Internet Services-Keady Ct	Service: 106289	74.91
	April 2019Phone	Internet Services-Phones/Security Cameras	Service: 105796	98.01
	April 2019Wilb1	Internet Services-Wilbur 1 PS	Service: 105796	74.91
	April 2019Wilb2	Internet Services-Wilbur 2 PS	Service: 105794	71.91
				<hr/>
Total for Check Number 48908:				811.33
48909	EARTH	EARTH20	04/10/2019	
	537138	Bottled water delivery		58.14
	641944	Bottled water delivery		34.29
				<hr/>
Total for Check Number 48909:				92.43
48910	GRAPHDIM	Graphic Dimensions, Inc.	04/10/2019	
	1895	Cut utility bills to mailing size		31.90
				<hr/>
Total for Check Number 48910:				31.90
48911	UB*00036	DARIN HOSCHOUER	04/10/2019	
		Refund Check		53.55
		Refund Check		13.38
		Refund Check		254.33
				<hr/>
Total for Check Number 48911:				321.26
48912	IE-ENG	i.e. Engineering, Inc.	04/10/2019	
	52031	Engineering Services - Downtown Improvement		5,000.00
				<hr/>
Total for Check Number 48912:				5,000.00
48913	PUGH	Jeffrey L. Pugh, Attorney at Law	04/10/2019	
	Feb 2019	Legal services regarding Back Nine		216.00
				<hr/>
Total for Check Number 48913:				216.00
48923	Kelley	Kelley Imaging Systems, Inc.	04/10/2019	
	IN513203	Samsung copier maintenance contract		170.43
				<hr/>
Total for Check Number 48923:				170.43
48924	LOWES	Lowes	04/10/2019	
	902899	300 ft measuring tape		26.11
				<hr/>
Total for Check Number 48924:				26.11
48925	MSTRCR	MasterCare Cleaning Co Inc	04/10/2019	
	23337-11	Monthly janitorial services		390.00
				<hr/>
Total for Check Number 48925:				390.00
48926	MISSCOMM	Mission Communications LLC	04/10/2019	
	1027531a	Lift station monitoring 7/1/19-3/31/20		3,047.85
	1027531b	Lift station monitoring 4/1/19-6/30/19		1,015.95
	1027531c	Lift station monitoring 4/1/19-3/31/19 Fairgroun		563.40
				<hr/>
Total for Check Number 48926:				4,627.20
48927	OR-LIN	Oregon Linen, Inc.	04/10/2019	
	318963	Laundry service		51.62
	325026	Laundry service		36.29

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 48927:	87.91
48928	OHDDoor 106862	Overhead Door Co. of Roseburg Shop service door repair	04/10/2019	85.00
			Total for Check Number 48928:	85.00
48929	PAC AIR 78217	Pacific Air Comfort, Inc. Quarterly filter change	04/10/2019	175.00
			Total for Check Number 48929:	175.00
48930	Premium 22190	Premium Landscape, Inc. Monthly landscape services	04/10/2019	180.25
			Total for Check Number 48930:	180.25
48931	RICKSMED 677938	Rick's Medical Supply First Aid kit	04/10/2019	18.00
			Total for Check Number 48931:	18.00
48932	RSBG-AUD 31291	Roseburg Audiology Center Hearing tests and ear molds for new employees	04/10/2019	440.00
			Total for Check Number 48932:	440.00
48933	A&I 834916 837678a 837678b 838862 838959	Roseburg Auto & Truck Supply Roll of foam rubber tape WD40 Def fluid Fuel cap Fitting for backflow test gauge	04/10/2019	10.99 13.84 19.78 17.16 18.53
			Total for Check Number 48933:	80.30
48934	TEKMAN 57814	TEKMANAGEMENT, INC. Labor to decommission old server (RS1).	04/10/2019	1,232.00
			Total for Check Number 48934:	1,232.00
48935	UBWA March19 411LM March19 606LM March19 Bourbon	Umpqua Basin Water Association Water Base Rate-411 Long meadows Ln Water Base Rate-606 Long meadows Ln Water Base Rate-310 Bourbon St	04/10/2019	20.00 20.00 20.00
			Total for Check Number 48935:	60.00
48936	UMP-SAND 63259	Umpqua Sand & Gravel Sifted top soil-Joanne Mainline repair	04/10/2019	28.18
			Total for Check Number 48936:	28.18
48937	UNITED 1672000729-001	UNITED RENTALS (NORTH AMERICA) Mini excavator rental-Kenwood spot repair	04/10/2019	270.96
			Total for Check Number 48937:	270.96
48938	EDURED1 R140264	Willis House LLC EDU Reduction for Willis House from 3.44 EDU	04/10/2019	10.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 48938:	10.00
48939	YAEGER P 11134	Yaeger's Plumbing, Inc. Toilet repair	04/10/2019	152.25
			Total for Check Number 48939:	152.25
48940	DCPW 1 Proj 10968	Douglas County Public Works Winchester Bridge to Pleasant Project-IGA	04/10/2019	2,126,298.39
			Total for Check Number 48940:	2,126,298.39
			Total for 4/10/2019:	2,271,137.17
			Report Total (36 checks):	2,271,137.17