



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 4:10 p.m. on May 10, 2023. The Board Meeting was held in-person and remotely broadcast by Zoom® Meeting.

ROLL CALL

Directors

Present: Board Chair John Dunn, David Campos and Kelsey Wood

Absent: Jerry Griese and Rob Lieberman

Others present: General Manager Jim Baird, Finance Director Christine Morris, Office Assistant II Harmony Williams, Collections Superintendent Steve Lusch, Engineering Technician III Ryon Kershner, Caleb Trammell Jacobs Interim Plant Manager Carol Hunt ESGR, David Harris US Army National Guard and Drew Winkelmaier of The News Review

Consideration of the April 12, 2023, Regular Monthly Board Meeting Minutes

Kelsey Wood moved to approve the minutes for the April 12, 2023 Roseburg Urban Sanitary Authority monthly Board Meeting.
David Campos seconded the motion.
The motion passed unanimously.

ESGR Seven Seals Award and Statement of Support Presentation

Carol Hunt of Employer Support of the Guard and Reserve presented RUSA with the Seven Seals Award in honor of RUSA's support of local veterans through employment. David Harris of the US Army National Guard was also present.

Resolution No. 23-02; Amending Resolution No. 22-01 Regarding System Development Charge

Staff presented Resolution No. 23-02; A Resolution Amending Resolution No. 22-01 Regarding System Development Charge.
Kelsey Wood moved to approve Resolution No. 23-02; A Resolution Amending Resolution No. 22-01 Regarding System Development Charge.
David Campos seconded the motion.

Vote By Roll Call

Board Chair Dunn requested "Roll Call" for the motion to accept Resolution No. 23-02:

John Dunn	Yes
Rob Lieberman	
Jerry Griese	
Kelsey Wood	Yes
David Campos	Yes

The motion was passed with a 3/0 vote.

Resolution No. 23-03; Modifying Sanitary Sewer Rates

Staff presented Resolution No. 23-03; A Resolution Modifying Sanitary Sewer Rates. Kelsey Wood moved to approve Resolution No. 23-03; A Resolution Modifying Sanitary Sewer Rates.

David Campos Seconded the motion.

Vote By Roll Call

Board Chair Dunn requested "Roll Call" for the motion to accept Resolution No. 23-03:

John Dunn	Yes
Rob Lieberman	
Jerry Griese	
Kelsey Wood	Yes
David Campos	Yes

The motion was passed with a 3/0 vote.

General Managers Report

Bisulfite Building Project

H3 General Contractors LLC submitted pay request #6. The work completed this period amounts to \$73,270 with retainage of \$3,665 for payment due of \$69,605.

The project engineer, Tom Rogers, has reviewed the pay request and recommends that the payment be processed. Staff has reviewed the pay request and also recommended that the Board approve paying pay request #6 in the amount of \$69,605.

David Campos made a motion to approve pay request #6 to H3 General Contractors LLC in the amount of \$69,605.

Kelsey Wood seconded the motion.

The motion passed unanimously.

Vote By Roll Call

Board Chair Dunn requested "Roll Call" for the motion to approve pay request #6 to H3 General Contractors LLC in the amount of \$69,605:

John Dunn Yes
Rob Lieberman
Jerry Griese
Kelsey Wood Yes
David Campos Yes

The motion was passed with a 3/0 vote.

Office Remodel

Tom Rogers of Rogers Engineering has completed the plans. Staff will submit the plans and an application for construction to the city. Staff will also solicit bids from local contractors.

North Deer Creek Trunk Rehabilitation Project

Rob Lee, with Leeway Engineering Solutions, and his team have completed the 95% level plans. The staff is reviewing the plans.

Biogas Feasibility Study – WRF

The preliminary schedule anticipates the final report in September 2023.

Chadwick St and Atlanta St Sewer Replacement

The contractor has mobilized to the site and has begun work. The contractor's schedule estimates the completion of the project on June 16th, 2023.

Administrative Offices Reroofing Project

Curt Wilson, of Wilson Architecture, has completed 100% plans. The architect has provided a construction cost estimate of \$364,134 which includes a 15% contingency.

The project is scheduled to be advertised on May 12th with bids being received on June 16th.

Jacobs Plant Operations Report

Caleb Trammell advised that the treatment facility averaged 88% BOD removal and 94% Total Suspended Solids removal during April. The total Effluent flow was 173.90 million gallons.

Accounts Payable

The Board reviewed the Accounts Payable Report and Addendum for the May 2023 Accounts Payable.

David Campos moved to approve the Accounts Payable Report and Addendum as presented. Kelsey Wood seconded the motion.

Vote By Roll Call

Board Chair Dunn requested "Roll Call" for the motion to approve the May 2023 Accounts Payable Report and Addendum as presented:

John Dunn Yes
Rob Lieberman
Jerry Griese

Kelsey Wood Yes
David Campos Yes
The motion was passed with a 3/0 vote.

Other Business

Jim Baird has been approached by Water Professional International with an opportunity to serve on the Board of Directors.

Attached Additional Items Presented

Accounts Payable Addendum

Water Professionals International Introduction

Respectfully submitted,



Harmony Williams
Office Assistant

Addendum to May 10, 2023 Board Packet

Accounts Payable

Checks by Date - Detail by Check Date

User: christine
 Printed: 5/10/2023 3:12 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
51436	WATER April 23 Bulk April Keady	City of Roseburg Bulk water usage-April Water Usage-Keady Court	05/10/2023	109.20 51.00
Total for Check Number 51436:				160.20
51437	F3B CONS 5026	F3B Construction LLC 20x30 Corex for "Connecting the world" sign	05/10/2023	25.00
Total for Check Number 51437:				25.00
51438	HANDY 121759	Handyman Hardware Bolts	05/10/2023	150.00
Total for Check Number 51438:				150.00
51439	Occu 20787	OccuHealth New staff Vaccines and titers	05/10/2023	404.00
Total for Check Number 51439:				404.00
51440	GENCHEM 78144	RootX Rootx	05/10/2023	5,182.00
Total for Check Number 51440:				5,182.00
51441	UMPCCINC April 23	Umpqua Community Center, Inc. Rental of facilities for Summer picnic	05/10/2023	200.00
Total for Check Number 51441:				200.00
51442	West. Sy 39373	Western Systems Annual maintenance on Camel	05/10/2023	3,261.42
Total for Check Number 51442:				3,261.42
51443	West Tes 27852	Western Testing LLC Testing-Atlanta to Chadwick Sewer Replacemen	05/10/2023	748.50
Total for Check Number 51443:				748.50
Total for 5/10/2023:				10,131.12
Report Total (8 checks):				10,131.12



About Water Professionals International

Introduction

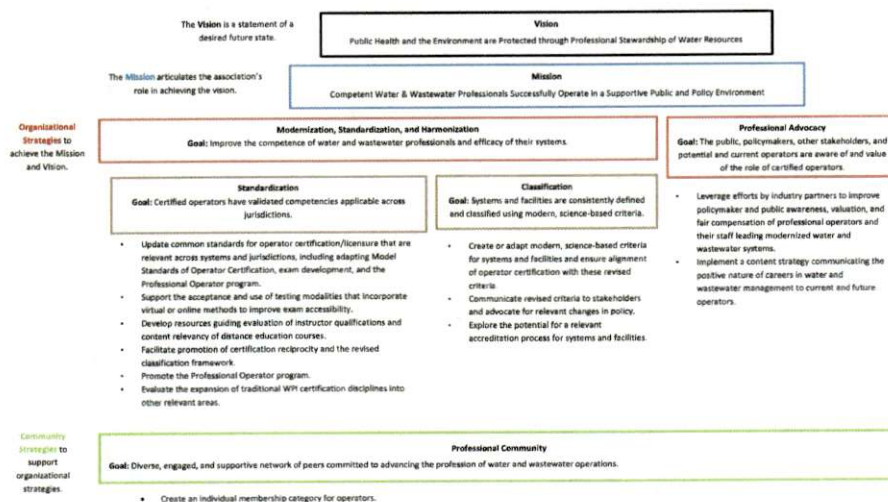
Water Professionals International (WPI) is an established and influential organization within the water and wastewater sector serving its membership since 1972. The WPI association provides a voice for international certification issues and is a tool for building lifelong professional relationships.

Innovation is integral at WPI. To continue improving the organization’s effectiveness, executive staff and volunteer leadership decided to implement a strategic planning process for the development of a research-based, strategic plan for WPI to use in the creation of future objectives and implementation tactics to ensure continuous improvement of WPI’s existing products and services.

1. The **first goal** of this process was to develop consensus on the desired goals of the association, given the needs of stakeholders in the water and wastewater industry.
2. The **second goal** of this process was to develop 3 – 5 long-term strategies that the association can implement to achieve these goals.

To inform this process, WPI engaged Association Laboratory. Founded in 1999, Association Laboratory specializes in research and strategy for trade, professional and nonprofit membership organizations.

The following summary briefly describes the outcomes, specific goals, and recommendations of the WPI Strategic Planning Task Force.



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Vision Statement

Public Health and the Environment are Protected through Professional Stewardship of Water Resources



- Ensure the public, policymakers, other stakeholders, and potential and current operators are aware of the value of the role of certified operators.
- Create & maintain a diverse, engaged, and supportive network of peers committed to advancing the profession of water and wastewater operations.

Strategies

• Standardization

Certified operators will have validated competencies applicable across jurisdictions.

- Update common standards for operator certification/licensure that are relevant across systems and jurisdictions, including adapting Model Standards of Operator Certification, exam development, and the Professional Operator program.
- Support the acceptance and use of testing modalities that incorporate virtual or online methods to improve exam accessibility.
- Develop resources guiding evaluation of instructor qualifications and content relevancy of distance education courses.
- Facilitate promotion of certification reciprocity and the revised classification framework.
- Promote the Professional Operator program.

• Classification

Systems and facilities are consistently defined and classified using modern, science-based criteria.

- Create or adapt modern, science-based criteria for systems and facilities and ensure alignment of operator certification with these revised criteria.
- Communicate revised criteria to stakeholders and advocate for relevant changes in policy.
- Explore the potential for a relevant accreditation process for systems and facilities.

• Professional Advocacy

Implement a content strategy communicating the positive nature of careers in water and wastewater management to current and future operators.

- Leverage efforts by industry partners to improve policymaker and public awareness, valuation, and fair compensation of professional operators and their staff leading modernized water and wastewater systems.

• Community Strategies

Initiatives implemented by WPI to directly support the goals and missions of organizations in the industry.

• Professional Community Strategies

Create an individual membership category for operators.

• Organizational Strategies

Modernization, Standardization, and Harmonization

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9400 Plum Drive, Suite 160
Urbandale, IA 50322
Phone +1 (515) 232-3623

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Board of Directors

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- **Jim Grassiano**, *Chair*, Alabama Department of Environmental Management, Montgomery, Alabama
- **Rachel Neville**, *Chair-Elect*, Washington Certification Services, Green River College, Auburn, Washington
- **Mike Firlotte**, *Vice Chair*, Water and Wastewater Service, City of Whitehorse, Yukon, Canada
- **Alison McGee**, *PO, Immediate Past-Chair*, Huntsville Utilities, Huntsville, Alabama

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Division Directors

- **Rob Fleming**, *At-Large Division*, City of Kamloops, Kamloops, British Columbia, Canada
- **Jason Spicer**, *Wastewater Division*, Virginia Department of Environmental Quality, Office of Water Compliance, Richmond, Virginia
- **Morley Foy**, *PE, Water Division*, Environment, Energy and Climate Action, Drinking Water and Wastewater, Charlottetown, Prince Edward Island, Canada

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AWWA Representative

- **Pam Moss**, *American Water Works Association*

WEF Representative

- **Mike Kyle**, *Water Environment Federation*

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Ex-Officio

- **Paul D. Bishop**, *CAE, Water Professionals International*
- **John Solvie**, *Certification Commission for Environmental Professionals*

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9400 Plum Drive, Suite 160
Urbandale, IA 50322
Phone +1 (515) 232-3623

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