



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

REGULAR MONTHLY BOARD MEETING
February 11, 2026

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**ROSEBURG URBAN SANITARY AUTHORITY
MEETING OF THE BOARD OF DIRECTORS
MINUTES**

Board Chair John Dunn, called the regular monthly Board Meeting to order at 4:04 p.m. on January 14, 2026. The Board Meeting was held in-person and remotely broadcast by Zoom® Meeting.

ROLL CALL

Directors

Present: Board Chair John Dunn, Kelsey Wood, Tom Dole & Mike Baker (sworn in)

Absent: Board Vice Chair Rob Lieberman

Others present: General Manager Jim Baird, Finance Director Christine Morris, Office Assistant II Harmony Williams, Collection IV Supervisor Kyle Bartlett and Jacobs Project Manager Dan Prather

Consideration of the December 11, 2025 Board Meeting Minutes

Kelsey Wood moved to approve the minutes for the December 11, 2025 Roseburg Urban Sanitary Authority monthly Board Meeting.

Tom Dole seconded the motion.

John Dunn requested Roll Call for the motion to approve the December 11, 2025 Board Meeting Minutes.

Vote By Roll Call

John Dunn	Yes
Rob Lieberman	
Tom Dole	Yes
Kelsey Wood	Yes

The motion was passed with a 3/0 vote

Appointment of Board Member

Position 5 on the Roseburg Urban Sanitary Authority Board of Directors had been vacated in December 2025 when David Campos moved out of the RUSA service boundary. Budget Committee member Mike Baker was suggested by the Board to fill the open seat.

Kelsey Wood moved to appoint Mike Baker to position 5 on the Roseburg Urban Sanitary Authority Board of Directors.

Tom Dole seconded the motion.

John Dunn requested Roll Call for the motion to appoint Mike Baker to position 5 on the Roseburg Urban Sanitary Authority Board of Directors:

Vote By Roll Call

John Dunn	Yes
Rob Lieberman	
Tom Dole	Yes
Kelsey Wood	Yes

The motion was passed with a 3/0 vote

At this time newly appointed Board member Mike Baker was sworn in to position 5.

Douglas County Emergency Leachate Agreement

Staff presented a new Emergency Disposal Leachate Treatment Agreement with Douglas County.

Kelsey Wood moved to enter into the Emergency Disposal Leachate Treatment Agreement with Douglas County.

Tom Dole seconded the motion.

John Dunn requested Roll Call for the motion to enter into the Emergency Disposal Leachate Agreement:

Vote By Roll Call

John Dunn	Yes
Rob Lieberman	
Tom Dole	Yes
Kelsey Wood	Yes
Mike Baker	Yes

The motion was passed with a 4/0 vote

At this time John Dunn left the meeting.

General Managers Report

South Umpqua Trunk South Bank Repair – Project No. 25002

Staff have completed all the required reimbursement documentation. The project has been approved, and we are waiting for the reimbursement check. The total FEMA reimbursement will be \$671,587.89

WWTP Solar – Project No. 24011

We are working on the last approval with the State Historic Preservation Office (SHPO) to meet all the environmental reviews.

We are working with Pacific Power to complete the inter-connection agreement. Ameresco has submitted the 60% plans to DEQ for review and comment.

Admin. Office Solar – Project No. 24012

The subcontractor has completed most of the solar system and commissioned the system. The system is currently generating power, offsetting a portion of our electricity usage. The battery is not scheduled to be delivered until April. The subcontractor will return after the battery is delivered to complete the installation.

NTS Solar -Project No. 25001

The DEQ has approved our cross cutter waiver. This completes all the environmental reviews for the project, allowing us to move ahead with the design and construction. Ameresco is working on the 30% plans. After the completion of the 30% plans we will be applying to Pacific Power for an inter-connect agreement.

Umpqua River Basin TMDL for Temperature

The DEQ has appointed me to the Rule Advisory Committee (RAC) for the Water Quality Plan to implement the Umpqua River Basin Temperature TMDL replacement. The public process and meetings with the RAC are anticipated to begin February 18th, 2026. We are working with Jacobs to evaluate our recorded temperature of the effluent discharge from the NTS to see how close we are to meeting the new Umpqua Basin River Temperature TMDL.

Emergency Declaration:

Walmart MH Repair – Project No. 25006

Dyer Partnership is working through the permit process to repair the manhole. The engineer is working on a no rise certification for the proposed work to meet the City of Roseburg requirements.

Sleepy Hollow Creek Main repair – Project No. 2500

Dyer Partnership is working through the permit process to repair the 15-inch sewer main crossing Sleepy Hollow Creek.

Jacobs Plant Operations Report

Dan Prather advised that the treatment facility averaged 95% BOD removal and 96% Total Suspended Solids removal during December. The total Effluent flow was 144.46 million gallons, all of which went to the river at Outfall 001.

Accounts Payable

The Board reviewed the Accounts Payable Report and Addendum for the January 2026 Accounts Payable and addressed questions.

Tom Dole made a motion to approve the Accounts Payable Report and Addendum as presented. Mike Baker seconded the motion.

Vote By Roll Call

Kelsey Wood requested Roll Call for the motion to approve Accounts Payable and the Addendum as presented:

John Dunn	
Rob Lieberman	
Tom Dole	Yes
Kelsey Wood	Yes
Mike Baker	Yes

The motion was passed with a 3/0 vote

Executive Session

At 5:09 p.m. Kelsey Wood called for an Executive Session to discuss the General Manager’s evaluation as stated in ORS 192.660(2)(i). At this time staff left, leaving the General Manager and Board Members to evaluate the General Manager for his work during the year 2025.

At 5:22 p.m. staff were called back in to the meeting and Kelsey Wood resumed the regular Board Meeting.

Kelsey Wood moved to approve an Extended Merit Pay bonus and \$6,000.00 cash bonus for RUSA’s General Manager Jim Baird.
Tom Dole seconded the motion.

Kelsey Wood requested Roll Call for the motion to approve an Extended Merit Pay bonus and a \$6,000.00 cash bonus for Jim Baird:

John Dunn	
Rob Lieberman	
Tom Dole	Yes
Kelsey Wood	Yes
Mike Baker	Yes

The motion was passed with a 3/0 vote

Other Business

Staff made the Board aware that there is a need for additional signatories to be authorized to sign checks.

Kelsey Wood made a motion to change approved signatories for the bank accounts at Banner Bank for Roseburg Urban Sanitary Authority. Current signatories are James Baird, John Dunn, Rob Lieberman and David Campos. Rob Lieberman and David Campos are to be removed as signatories. Kelsey Wood, Tom Dole and Mike Baker are to be added as signatories along with current signatories James Baird and John Dunn.
Mike Baker seconded the motion.

Kelsey Wood requested Roll Call for the motion to remove Rob Lieberman and David Campos as signatories and to add Kelsey Wood, Tom Dole and Mike Baker as signatories for the bank accounts at Banner Bank for Roseburg Urban Sanitary Authority as presented:

John Dunn	
Rob Lieberman	
Tom Dole	Yes
Kelsey Wood	Yes
Mike Baker	Yes

The motion was passed with a 3/0 vote

Meeting was adjourned at 5:35 pm.

Attached Additional Items Presented

Accounts Payable Addendum

Respectfully submitted,



Harmony Williams
Office Assistant II

Addendum to January 14, 2026 Board Packet

Accounts Payable

Checks by Date - Detail by Check Date

User: christine
 Printed: 1/14/2026 2:40 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
53176	WATER INV25195	City of Roseburg Bulk water use and permit for Dec 2025	01/14/2026	101.43
Total for Check Number 53176:				101.43
53177	DCPW 11-25	Douglas County Public Works NearMap Imagery per IGA 2026-0033	01/14/2026	1,366.07
Total for Check Number 53177:				1,366.07
53178	F3B CONS 2	F3B Construction LLC Polymetal reflective signs for addressing and dir	01/14/2026	1,360.00
Total for Check Number 53178:				1,360.00
53179	METRO IN683904	Metro Presort Inc Print, cut and mail utility bills	01/14/2026	3,789.63
Total for Check Number 53179:				3,789.63
53180	PPL	Pacific Power	01/14/2026	
	Dec 2025 411LM	Usage-411 LM-Storage Bldg		60.91
	Dec 2025 425LM	Power Usage-425 Long Meadow		17.04
	Dec 2025 Admin	Power Usage-Admin Bldg		579.87
	Dec 2025 Brbn	Power Usage-310 Bourbon St PS		120.79
	Dec 2025 Gate	Power Usage-140 LM-NTS Gate		24.69
	Dec 2025 High	Power Usage-Highland PS		2,010.18
	Dec 2025 Keady	Power Usage-Keady Ct PS		91.05
	Dec 2025 LV	Power Usage-Loma Vista PS		131.90
	Dec 2025 NBank	Power Usage-North Bank PS		195.62
	Dec 2025 NTS	Contract/Power Usage-NTS PS		2,327.40
	Dec 2025 SBank	Power Usage-South Bank PS		2,086.50
	Dec 2025 Wilb1	Power Usage-Wilbur 1 PS		265.22
	Dec 2025 Wilb2	Power Usage-Wilbur 2 PS		296.22
	Dec 2025 WWTP	Power Usage-WWTP 1		26,087.81
	Dec 2025 WWTP2	Power Usage-WWTP 2		33.02
Total for Check Number 53180:				34,328.22
53181	SDAO 41P58366-1133 41P58366-1133pp CHG-14563	Special Districts Insurance Services Liability, property, earthquake, cyber and crime : Liability, property, earthquake, cyber and crime : Course of Construction for Solar arrays for WW	01/14/2026	82,251.00 82,251.00 86.00
Total for Check Number 53181:				164,588.00
53182	UMP ECO 2026-0031	Umpqua Economic Development Partnersh 2026 Executive Membership	01/14/2026	500.00
Total for Check Number 53182:				500.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
53183	UNITED 256338452-001	UNITED RENTALS (NORTH AMERICA) Forklift rental to unload solar panels for WWTP	01/14/2026	955.65
Total for Check Number 53183:				955.65
Total for 1/14/2026:				206,989.00
Report Total (8 checks):				206,989.00



INTEROFFICE MEMORANDUM

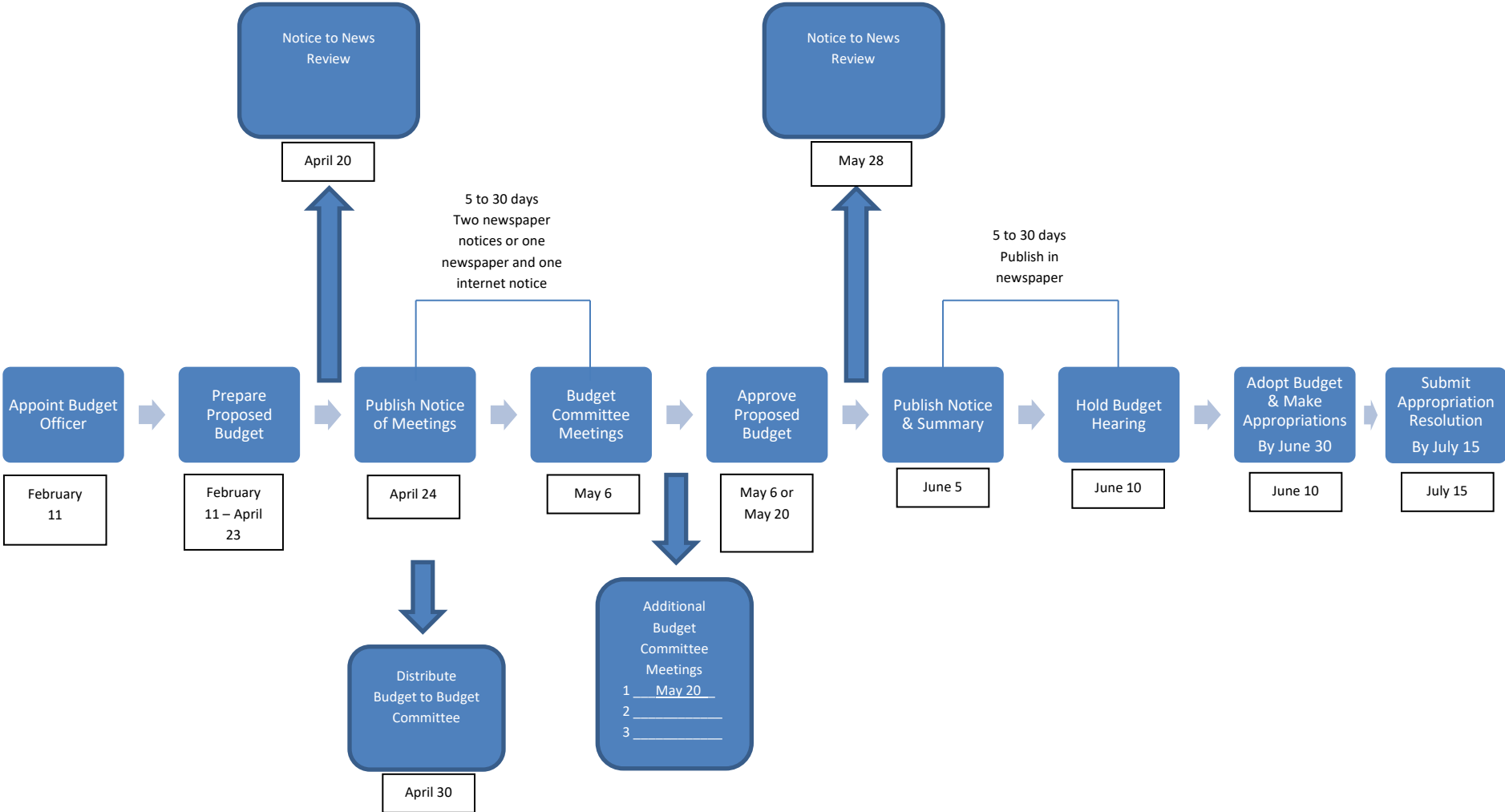
TO: ROSEBURG URBAN SANITARY AUTHORITY BOARD OF DIRECTORS
FROM: JIM BAIRD, GENERAL MANAGER
SUBJECT: BUDGET PROCESS CALENDAR
DATE: WEDNESDAY, FEBRUARY 4, 2026
CC:

The staff has developed the draft 2026-2027 Budget Process Calendar. The process is anticipated to begin today February 11th and end on July 15th with the adoption of the Appropriation Resolution.

Staff would ask that the Board review the budget calendar.

Staff would recommend that the Board adopt the budget calendar if there are no changes.

2026 – 2027 BUDGET PROCESS





INTEROFFICE MEMORANDUM

TO: BOARD OF DIRECTORS
FROM: JIM BAIRD, GENERAL MANAGER
SUBJECT: BUDGET RECOMMENDATIONS
DATE: 02/09/26
CC:

Budget Calendar –

The staff has developed the draft 2026-2027 Budget Process Calendar. The process is anticipated to begin today February 11th and end on July 15th with the adoption of the Appropriation Resolution.

Staff would ask that the Board review the budget calendar.

Staff would recommend that the Board adopt the budget calendar if there are no changes.

Rates –

The average inflationary rate for 2025 was 2.5%. Applied to the current rate of \$52.00 would be \$53.30 to keep pace with inflation. Staff would recommend that the Board increase the regular rate per equivalent dwelling unit (EDU) to \$55.00, a 5.8% increase.

Staffing –

I have been evaluating all the departments to develop a succession plan for the organization. The Information Technology department is the one department that does not have a framework to train and replace the Information Technology System Administrator. The department also does not have any support should Dave Fromdahl be away for any extended time.

Dave Fromdahl moved into the position as the lead IT specialist in 2002 and RUSA had six (6) computers and one (1) server. Today RUSA has 28 computers and 10 servers in two locations. We maintain LAN, VPN, Cloud services, mobile applications, GIS, Asset management software, Finance management software, Mapping software, GPS software and 365 Microsoft. We maintain and manage two (2) cyber security vendors that provide hardware and software solutions.

It is my recommendation that we increase staffing in the IT department by one (1) and hire an IT specialist. This will allow Dave to delegate tasks to the new employee to reduce the overall workload carried by Dave and build redundancy in our computer and software support. Based on a quick review of similar positions in Roseburg, a salary of approximately \$78,828 could be expected with a budget impact of approximately \$131,593 to include benefits.

Appointment of a Budget Officer -

Annually the Board must appoint a budget officer (as per. ORS 294.331). The budget officer shall prepare or supervise the preparation of the budget document. The budget officer shall act under the direction of the RUSA Board.

Historically the Board has appointed the general manager as the budget officer.

Staff would recommend that the Board appoint Jim Baird, RUSA General Manager, as the budget officer for the 2026-2027 Budget preparation.

GENERAL MANAGERS REPORT

Date: 02/09/26
To: Roseburg Urban Sanitary Authority, Board of Directors
From: James V. Baird, General Manager
Re: General Managers Informational Report to the Board

South Umpqua Trunk South Bank Repair – Project No. 25002

Staff have completed all the required reimbursement documentation. The project has been approved, and we are waiting for the reimbursement check. The total FEMA reimbursement will be \$671,587.89

WWTP Solar – Project No. 24011

Ameresco has contracted with an archaeologist to submit the permit and complete the site investigation to meet the requirements of the State Historic Preservation Office (SHPO). We are working with Pacific Power to complete the inter-connection agreement. Ameresco has submitted the 60% plans to DEQ for review and comment.

Admin. Office Solar – Project No. 24012

The subcontractor has completed most of the solar system and commissioned the system. The system is currently generating power, offsetting a portion of our electricity usage. The battery is not scheduled to be delivered until April. The subcontractor will return after the battery is delivered to complete the installation.

NTS Solar -Project No. 25001

Ameresco has completed 30% plans. Ameresco has submitted the inter-connect agreement to Pacific Power.

Umpqua River Basin TMDL for Temperature

The DEQ has appointed me to the Rule Advisory Committee (RAC) for the Water Quality Plan to implement the Umpqua River Basin Temperature TMDL replacement. The public process and meetings with the RAC are anticipated to begin February 18th, 2026. We are working with West Yost to represent RUSA at the RAC meetings.

Emergency Declaration

Walmart MH Repair – Project No. 25006

Dyer Partnership is working through the permit process to repair the manhole.

The engineer is working on a no rise certification for the proposed work to meet the City of Roseburg requirements.

Sleepy Hollow Creek Main repair – Project No. 2500

Dyer Partnership is working through the permit process to repair the 15-inch sewer main crossing Sleepy Hollow Creek.

Goedeck Trunk Rehabilitation - Project No. 25004

Leeway Engineering Solutions has completed 50% plans. Staff have reviewed and made comments on the plans. The plans have been sent to Jacobs Engineering for review.

WRF SCADA Road Map Assessment – Project 26001

The Request for Proposals (RFP) is currently out for proposals. The deadline for submitting a proposal is March 12th. A mandatory pre-proposal meeting is scheduled for 02/10/26. All engineering firms must attend the meeting to have their proposal considered.

ROSEBURG URBAN SANITARY AUTHORITY NEW DEVELOPMENTS AND PROJECTS

DEVELOPMENTS:

- Hanna Heritage Plaza Sewer Main Relocation-Project Complete
- Kester Road Sewer Main Extension
- Tarragon Acres
- Old Hwy99

PRELIMINARY DESIGN:

- Harvard/Maple Sewer Improvement
- Trunk Line CIPP Project
- WWTP Influent Pump Station Replacement
- WWTP SCADA Upgrade

PROJECTS:

- Deer Creek sewer trunk line rehabilitation project - Now in Warranty
- Umpqua Street Sewer Rehabilitation project – Now in Warranty
- SE Stephens Sewer Improvement-Joint Project with the City of Roseburg – Project Complete
- South Umpqua Bank- Emergency repair- Repairs complete. Work Complete.

ROSEBURG URBAN SANITARY AUTHORITY

January 2026 STAFF REPORTS

COLLECTION DEPARTMENT:

- Completed 27 work orders.
- Cleaned and CCTV 5,739 feet or 1.1 miles of mainline.
- Cleaned 26,164 feet or 4.0 miles of mainline.
- Completed CleverScan inspection for 4 manholes
- Responded to 5 after hours callouts.
- Completed 1 service connection.
- Completed manual root removal on 910 feet of main line.
- Completed 2 days of training on the PipePatch point repair system.
- Completed 3 point repairs with the new PipePatch Point repair system
- Completed monthly air release valve inspections and cleaning.
- Completed monthly trouble spot inspections.

ENGINEERING DEPARTMENT:

- Issued 5 permits and 1 completed inspection.
- 167 Locates Completed
- RFP for SCADA Upgrade is out to bid at the Waste Water Treatment Plant
- 50% Plans Engineering work for Goedeck Trunk Rehab-Leeway Engineering.
- Walmart Manhole Repair
- Sleepy Hollow Creek- Main Repair

FINANCE DEPARTMENT:

- Vacancy Credits: 14 were processed for a total of \$2,491.00.
- Credit cards/Echecks/debit cards: 3437 transactions totaling \$317,806.49 or approximately 30.4% of monthly billing was collected.
- Automatic Payments: 2023 customer accounts are signed up. Received \$163,760.47 or approximately 15.7% of monthly billing.



TO: Jim Baird, General Manager-RUSA
FROM: Dan Prather, Project Manager-Jacobs
DATE: February 4th, 2026
SUBJECT: January 2026 Monthly Report

OPERATIONAL ACTIVITIES

- All permit parameters were met this month.
- The treatment facility averaged 95% BOD removal and 95% Total Suspended Solids removal during the month with a requirement of no less than 85% removal for each.
- The facility's electrical consumption (based on meter readings) for January 2026 was 213,000 KWHRS with a total Effluent flow of 132.05 million gallons, all of which went to the river at Outfall 001. January 2025 electrical consumption was 224,000 KWHRS with a total Effluent flow of 165.03 million gallons.

PRETREATMENT ACTIVITIES

- Mailed out 10 Pretreatment surveys to local businesses.

The following pretreatment inspections were completed in January:

- Winco-Routine inspection, no fog build-up.
- Applebees-Routine inspection, both interceptors about 10% full.
- KFC-Routine inspection, light layer of FOG, looks recently pumped.
- Elmers Kitchen- Routine inspection, about 5% full.
- Mod Pizza-Routine Inspection, light FOG in interceptor, checked at cleanout it appeared to be okay, no issues.

MAINTENANCE ACTIVITIES

- Maintenance Team completed **581** Preventative Maintenance items for the month.
- Maintenance Team completed **18** Corrective Maintenance items for the month.

Call Outs for the Month

- Influent Pump 3 Failure (Power Blip).
- Highland Pump 2 Failure (Ragged).
- Emergency Locate Call (RUSA).
- Blower Failure.
- Low Chlorine Residual.

Current Month Lift Station Flows

- **Total Approx.** Flow from all Lift Stations for the month - **68,834,433 Gallons**
- **Average Approx.** Daily Flow from all Lift Stations per day - **2,220,465.5 Gallons**

Current Month Repairs

- Thickening Room, drains cleared.
- W3 Motor, new bearings.
- W3 Pump, mechanical seal.
- Building Heat Pump Line, replaced sight glass.
- ODS Pump 2, new surge chamber.
- Bio Pump 3, new disconnect and leads.

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.
- 105 permit tests were completed during the month.
- Lab water samples were collected and shipped on 1/7/26 to NRC for testing.
- Sampled for Copper biotic BLM and Toxics 1/12/26, delivered samples to NRC on the 1/13/26.
- Weekly Covid sampling.

BIOSOLIDS

- Freightliner and Peterbilt received their annual DOT inspections and service.
- Storing biosolids in Bay #2. Bay #2 is 90% full.
- Placed concrete retaining blocks in front of Biosolids Bay #2.
- Completed the 1st Quarter Biosolids Sampling Event.

UPCOMING ITEMS

- W3 Pressure Control Valve replacement
- Polymer Pump Install

ENCLOSURES

12 Month Moving Avg.

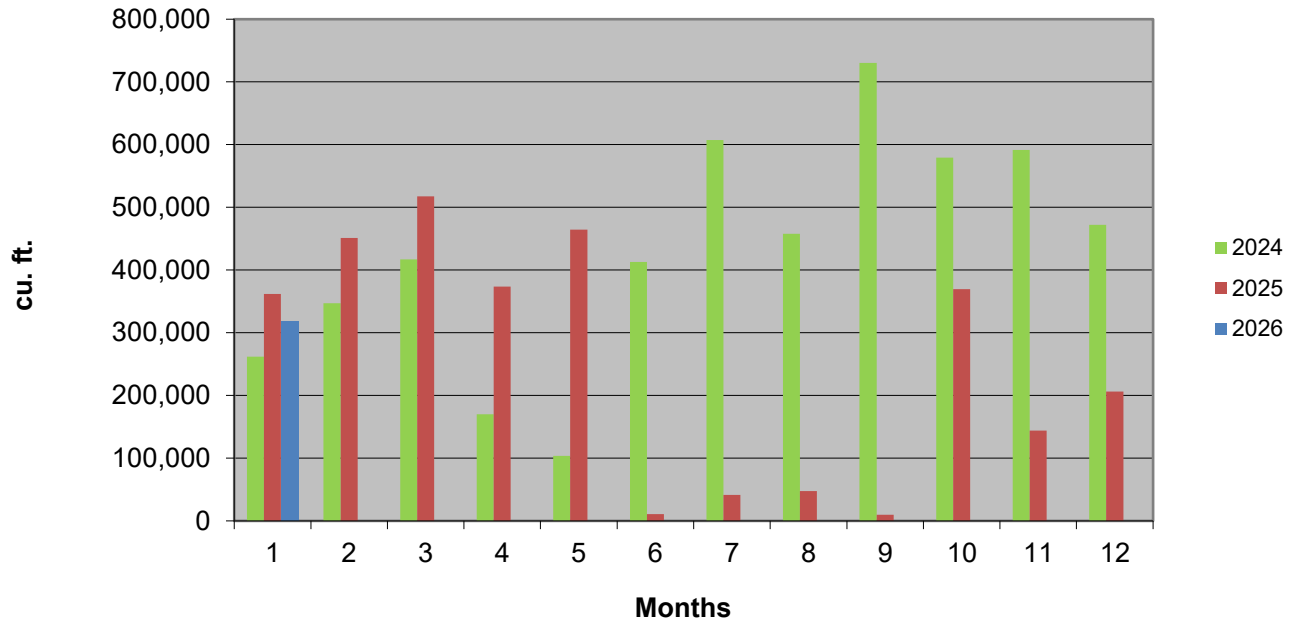
Boiler/Flare Gas Usage graphs

Influent TSS/BOD and Effluent Flow Graphs

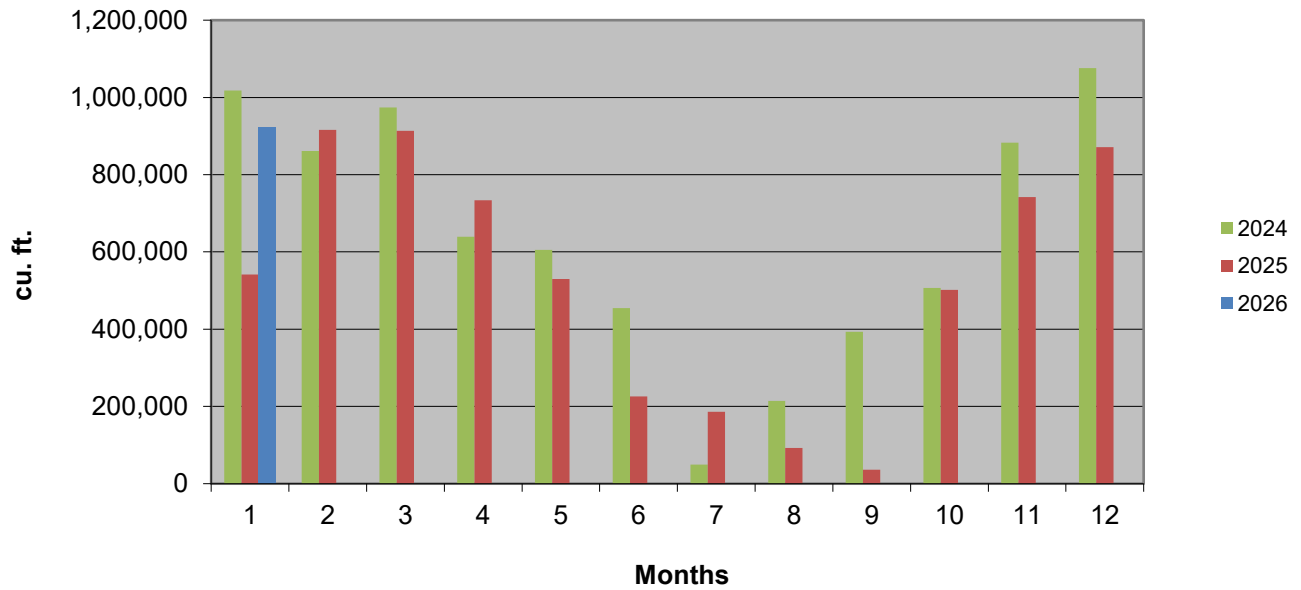
12 MONTH MOVING AVERAGES

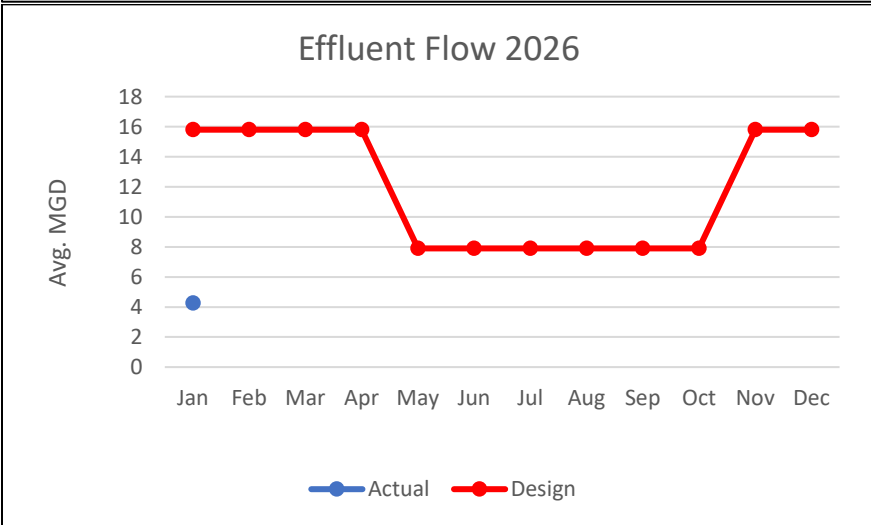
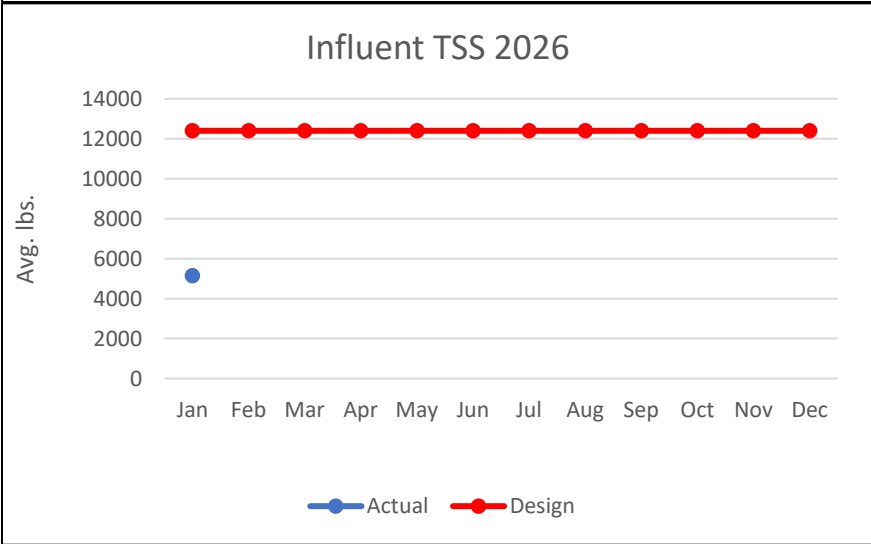
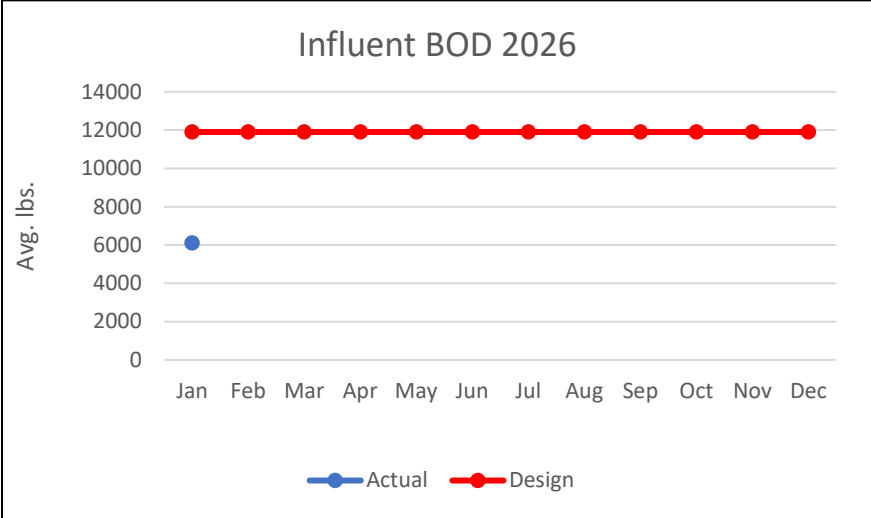
Month/Year	Plant Inf Q Average MGD	Plant Inf Average lbs/day CBOD/BOD	Plant Inf Average lbs/day TSS
Feb-25	5.53	9509	6869
Mar-25	7.39	9780	8843
Apr-25	4.54	10834	8579
May-25	3.03	8740	7915
Jun-25	2.83	7579	6765
Jul-25	2.78	6509	6088
Aug-25	2.68	7174	6706
Sep-25	2.69	7531	7180
Oct-25	2.91	5707	6337
Nov-25	3.22	6576	5452
Dec-25	4.66	6866	5876
Jan-26	4.26	6100	5145
SUM	46.52	92905	81755
AVE	3.88	7742	6813
MAX	7.39	10834	8843
MIN	2.68	5707	5145

FLARE GAS USAGE 2024 - 2026



BOILER GAS USAGE 2024 - 2026





CASH DISBURSEMENT RECAP BOARD MEETING FEBRUARY 11, 2026

Cash Disbursements Since the Last Board Meeting

All Funds:

Total of Prepaid Checks & ACH Transactions	257,660.07
Total of Regular Checks & ACH Transactions	<u>144,654.21</u>

Total Expenditures (not including Payroll)	<u><u>402,314.28</u></u>
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Payroll:

Net Payroll - January 30, 2026	93,168.23
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All Checks & ACH Transactions since the Board Meeting January 14, 2026	<u><u>495,482.51</u></u>
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Accounts Payable

Checks by Date - Detail by Check Date

User: christine
 Printed: 2/9/2026 12:04 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	OR-REV	Oregon Dept. of Revenue	01/26/2026	
	4th Qtr OQ PFML	4th Qtr OQ - Paid Leave Oregon		2,052.00
	4th Qtr OQ STT	4th Qtr OQ - State Transit Tax		354.61
	4th Qtr OQ SUTA	4th Qtr OQ - SUTA		577.56
	4th Qtr OQ WC	4th Qtr OQ - Workers Comp		140.74
Total for this ACH Check for Vendor OR-REV:				3,124.91
Total for 1/26/2026:				3,124.91
ACH	ASIFLEX	ASIFlex	01/30/2026	
	JAN 26 PR	PR Batch 00001.01.2026 Dependent Care FSA	PR Batch 00001.01.2026 Dep	775.00
	JAN 26 PR	PR Batch 00001.01.2026 Flexible Spending Acc	PR Batch 00001.01.2026 Dep	1,640.00
Total for this ACH Check for Vendor ASIFLEX:				2,415.00
ACH	CIS INS	CIS Trust	01/30/2026	
	JAN 26 PR	PR Batch 00001.01.2026 Voluntary Life Insuran	PR Batch 00001.01.2026 CCI	1,154.20
	JAN 26 PR	PR Batch 00001.01.2026 Accident Insurance	PR Batch 00001.01.2026 CCI	147.55
	JAN 26 PR	PR Batch 00001.01.2026 Voluntary Dependent L	PR Batch 00001.01.2026 CCI	34.58
	JAN 26 PR	PR Batch 00001.01.2026 Life Insurance - Spous	PR Batch 00001.01.2026 CCI	340.31
	JAN 26 PR	PR Batch 00001.01.2026 CCIS Insurance AD&E	PR Batch 00001.01.2026 CCI	17.60
	JAN 26 PR	PR Batch 00001.01.2026 Critical Illness Insuran	PR Batch 00001.01.2026 CCI	195.50
	JAN 26 PR	PR Batch 00001.01.2026 Dental & Vision	PR Batch 00001.01.2026 CCI	3,142.61
	JAN 26 PR	PR Batch 00001.01.2026 Trauma	PR Batch 00001.01.2026 CCI	100.00
	JAN 26 PR	PR Batch 00001.01.2026 Identity Protection	PR Batch 00001.01.2026 CCI	117.65
	JAN 26 PR	PR Batch 00001.01.2026 Medical Ins w/RX	PR Batch 00001.01.2026 CCI	36,432.65
	JAN 26 PR	PR Batch 00001.01.2026 Short-Term Disability	PR Batch 00001.01.2026 CCI	74.72
	JAN 26 PR	PR Batch 00001.01.2026 Hospital Indemnity	PR Batch 00001.01.2026 CCI	60.50
	JAN 26 PR	PR Batch 00001.01.2026 Life Insurance - er	PR Batch 00001.01.2026 CCI	130.54
	JAN 26 PR	PR Batch 00001.01.2026 CCIS Insurance Long-	PR Batch 00001.01.2026 CCI	173.76
Total for this ACH Check for Vendor CIS INS:				42,122.17
ACH	DNB	Internal Revenue Service	01/30/2026	
	JAN 26 PR	PR Batch 00001.01.2026 FICA - Employer	PR Batch 00001.01.2026 FIC.	8,705.30
	JAN 26 PR	PR Batch 00001.01.2026 FICA - Employee	PR Batch 00001.01.2026 FIC.	8,705.30
	JAN 26 PR	PR Batch 00001.01.2026 Medicare - Employer	PR Batch 00001.01.2026 Med	2,035.90
	JAN 26 PR	PR Batch 00001.01.2026 Medicare - Employee	PR Batch 00001.01.2026 Med	2,035.90
	JAN 26 PR	PR Batch 00001.01.2026 Federal Income Tax	PR Batch 00001.01.2026 Fed	12,744.50
Total for this ACH Check for Vendor DNB:				34,226.90
ACH	OR-REV	Oregon Dept. of Revenue	01/30/2026	
	JAN 26 PR	PR Batch 00001.01.2026 Oregon W/Held	PR Batch 00001.01.2026 Oreg	9,021.31
Total for this ACH Check for Vendor OR-REV:				9,021.31
ACH	PEBSCO	Nationwide Retirement Solutions	01/30/2026	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	JAN 26 PR	PR Batch 00001.01.2026 Roth Contribution	PR Batch 00001.01.2026 Rotl	200.00
	JAN 26 PR	PR Batch 00001.01.2026 Nationwide-Deferred C	PR Batch 00001.01.2026 Nati	4,500.00
		Total for this ACH Check for Vendor PEBSCO:		4,700.00
ACH	Express 33429635 33449792	Express Services, Inc. Student Intern part-time - W. Kinderknecht Student Intern part-time - W. Kinderknecht	01/30/2026	104.36 52.18
		Total for this ACH Check for Vendor Express:		156.54
ACH	Jacobs 35128938-08	Jacobs Engineering Group Inc Professional services per agreement	01/30/2026	155,039.00
		Total for this ACH Check for Vendor Jacobs:		155,039.00
		Total for 1/30/2026:		247,680.92
ACH	Pathpnt Jan 2026	Path Point Merchant Services LLC Credit card merchant processing fees	02/02/2026	2,798.56
		Total for this ACH Check for Vendor Pathpnt:		2,798.56
		Total for 2/2/2026:		2,798.56
ACH	Xpress INV-XPR032607	Xpress Bill Pay Web and phone transactions, maintenance and su	02/05/2026	4,003.18
		Total for this ACH Check for Vendor Xpress:		4,003.18
		Total for 2/5/2026:		4,003.18
ACH	ASIFLEX A000325826adHum	ASIFlex FSA Admin Fees - January	02/10/2026	52.50
		Total for this ACH Check for Vendor ASIFLEX:		52.50
		Total for 2/10/2026:		52.50
		Report Total (11 checks):		257,660.07

Accounts Payable

Checks by Date - Detail by Check Date

User: christine
 Printed: 2/9/2026 12:08 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	AT&T x01252026	AT & T Mobility Monthly wireless telephone services	02/11/2026	448.61
Total for this ACH Check for Vendor AT&T:				448.61
ACH	Cintas 4256242063 4257733224 5312610210 9357589177	Cintas Corporation No. 3 Paper and soap supplies Paper and soap supplies Refill first aid kit supplies 2 - Waterbreak cooler agreements	02/11/2026	62.19 82.75 148.74 90.00
Total for this ACH Check for Vendor Cintas:				383.68
ACH	Express 33478422	Express Services, Inc. Student Intern part-time - W. Kinderknecht	02/11/2026	208.72
Total for this ACH Check for Vendor Express:				208.72
ACH	Jacobs 351289OS-NT-05	Jacobs Engineering Group Inc OOS NTS Monitoring and Reporting	02/11/2026	1,043.00
Total for this ACH Check for Vendor Jacobs:				1,043.00
53184	WP Jan 2026	Avista Utilities Monthly natural gas service	02/11/2026	306.67
Total for Check Number 53184:				306.67
53185	BANNERMC CM011426 CM012226 DF010926 DF011026 DF011326 DF011326fee DF011426 DF011926a DF011926b DF012426 GO011226 GO012826 GO012826fee HW012726 HW122925 JAKE011326 JAKE012026 JB010526 JB123025 NW012626 RK011426	BANNER BANK Sunriver Resort Deposit-OGFOA Conf SDAO Conf Registration-Kelsey Wood LastPass - Secure Wallet, Passwords MFA for en Zoom - Virtual meeting software for board meeti Pcloud - Cloud file share storage for large files. Internation transfer fee for Pcloud Amazon - Mini PC for front counter (invoice par Amazon - Wireless desktop for Christine Amazon - USB cradles for 11 computers for DU Amazon - supplies for mini PC at front US Post Office- Send Certified Mail for warning Douglas County Clerks Office-Pick up deed for l Credit Card Fee for Clerks Office Simple In/Out - Location Monitoring Amazon - Wall Calendar SacState-Continuing Ed Ceu's - Jake Pizza Palace-SOOS-SL,KB,JB,AB,RC,RK,CJ,St Branch Furniture - Office Chair - Jim United Airlines - Travel to WPI Conference Staples-file folders, pens Bentleys Grill- Dinner PLSO Conf - Ryon	02/11/2026	173.42 345.00 2,003.04 148.00 29.97 0.27 609.00 224.98 105.93 101.37 10.48 5.00 1.50 19.99 14.40 100.00 104.32 511.20 1,317.79 57.96 26.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	RK011826	Grand Hotel Salem Oregon- Lodging for PLSO (572.43
	SL010626	Henry's Donuts - Donuts for staff		35.02
	SL012626coll	APWA Membership - Kyle, Steve		422.00
	SL012626eng	APWA Membership - Jim, Ryon		422.00
	SL012826a	Wrangler - Work Pants Steve		39.99
	SL012826b	Wrangler - Work Pants Steve		45.98
	SO010826	Building Codes Division Training - Oregon Insp		125.00
	SO012626	News Review - Scada RFP Advertisement - invit		113.41
	SO123125	ASC Boards - Professional Operator App - Sarah		145.00
Total for Check Number 53185:				7,830.45
53186	BARNEY 26022 26035	Barney's Trophy House Date on plaque plate for outgoing board member Plaque plate and desk sign for new board membe	02/11/2026	7.50 30.00
Total for Check Number 53186:				37.50
53187	BHEC CL41513-IN CL41893-IN	Bassett-Hyland Energy Company Fuel usage 1/1/26 - 1/15/26 Fuel usage 1/16/26 - 1/31/26	02/11/2026	563.26 322.65
Total for Check Number 53187:				885.91
53188	BIOMED 123217	bio-MED Testing Services Inc FMCSA Clearinghouse inquiry - AB	02/11/2026	8.00
Total for Check Number 53188:				8.00
53189	CableHus 161348	Cable Huston LLP Legal services - DEQ, Elk Island	02/11/2026	700.00
Total for Check Number 53189:				700.00
53190	ORMS 216105	Chaves Consulting, Inc Monthly digital document storage fees	02/11/2026	516.81
Total for Check Number 53190:				516.81
53191	Chytka 180964	Chytka Pest Control LLC Monthly pest control service	02/11/2026	40.00
Total for Check Number 53191:				40.00
53192	WATER Jan 2026 Admin Jan 2026 CSB Jan 2026 High Jan 2026 LV Jan 2026 Winch Jan 2026 WRF	City of Roseburg Water Usage-Admin Bldg Water Usage-Collection Storage Bldge Water Usage Highland PS Water Usage Loma Vista PS Water Usage Winchester PS Water Usage WRF	02/11/2026 330-3470-00 320-1832-00 360-3420-00 430-2310-00 480-3210-00 320-1830-00	237.87 37.82 333.23 37.82 378.42 1,091.31
Total for Check Number 53192:				2,116.47
53193	DRAUTO 217526 218579 219600	D & R Auto & Truck Supply Corp Parts to repair hose reel on B6 Trailer light adapter Car wash soap	02/11/2026	99.49 33.99 40.99
Total for Check Number 53193:				174.47
53194	DCUCC	DCUCC	02/11/2026	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	2026	Annual membership dues		300.00
Total for Check Number 53194:				300.00
53195	DFN	Douglas Fast Net	02/11/2026	
	Feb 2026 Admin	Internet Services-Admin	Service: 14806	223.99
	Feb 2026 Brbn	Internet Services-Bourbon St	Service: 205697	102.58
	Feb 2026 CSB	Internet Services-Collections Storage Bldg	Service: 272962	100.69
	Feb 2026 GateI	Internet Services-NTS Gate	Service: 271594	75.59
	Feb 2026 GatePh	Phone Service-NTS Gate	Service: 5413914279	28.62
	Feb 2026 High	Internet Services-Highland PS	Service: 105797	78.59
	Feb 2026 Host	Admin Hosting		10.80
	Feb 2026 Keady	Internet Services-Keady Ct	Service: 106289	78.59
	Feb 2026 LV	Internet Services-Loma Vista P	Service: 205950	106.58
	Feb 2026 NBank	Internet Services-No. Bank PS	Service: 105793	75.59
	Feb 2026 NTS	Internet Services-NTS	Service: 237686	86.39
	Feb 2026 Ph/Cam	Phones/Security Cams	Service: 141784	101.19
	Feb 2026 Wilb1	Internet Services-Wilbur 1 PS	Service: 105796	75.59
	Feb 2026 Wilb2	Internet Services-Wilbur 2 PS	Service: 105794	75.59
	Feb 2026 Winch	Internet Services-Winchester P	Service: 105795	64.79
Total for Check Number 53195:				1,285.17
53196	Overhead A33829	FBD, Inc. Repair garage door at Admin Office	02/11/2026	763.00
Total for Check Number 53196:				763.00
53197	GORDONGT 14578 14580	Gordon GT & Associates, INC PipePatch Kit PipePatch Repair Kits	02/11/2026	4,388.60 2,400.00
Total for Check Number 53197:				6,788.60
53198	GEC AIE22924	Attn: Cashier Government Ethics Commiss Annual billing for OR GEC	02/11/2026	1,497.24
Total for Check Number 53198:				1,497.24
53199	Hydro 6564	Hydro Products Corp. Sani Select antibacterial injection system for CC	02/11/2026	2,030.00
Total for Check Number 53199:				2,030.00
53200	ICONIX U2616000200 U2616002624	ICONIX WATERWORKS INC Asphalt patch for Stephens repair Inserta Tees and couplings for stock	02/11/2026	96.64 1,535.79
Total for Check Number 53200:				1,632.43
53201	Isler 242454	Isler CPA, LLC Progress billing for Financial Statement audit FY	02/11/2026	3,000.00
Total for Check Number 53201:				3,000.00
53202	COASTAL B29003 B37699 B37700	John Deere Financial f.s.b. Lighter Propane bottle Propane bottles	02/11/2026	4.99 14.99 44.97
Total for Check Number 53202:				64.95

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
53203	LYOUNG 0000244066	Lauren Young Tire Tires for 2020 Ford F550 Service Truck	02/11/2026	3,329.82
Total for Check Number 53203:				3,329.82
53204	CPR ANDY 26-3409	Learn CPR From Andy CPR recertification for 10 employees	02/11/2026	700.00
Total for Check Number 53204:				700.00
53205	Leeway 1581 1587 1603	Leeway Engineering Solutions, LLC Collection System Master Plan Amendment Engineering Services for Geodeck Trunk Rehabi Collection System Master Plan Amendment	02/11/2026	11,747.70 22,897.03 6,749.50
Total for Check Number 53205:				41,394.23
53206	LOWES 71882 73965	Lowe's Supplies for point repairs Washers, bolts, nuts, sakrete for NTS sign projec	02/11/2026	109.01 207.42
Total for Check Number 53206:				316.43
53207	METRO IN684286	Metro Presort Inc Print, cut and mail utility bills	02/11/2026	3,775.18
Total for Check Number 53207:				3,775.18
53208	NBS IN157990	National Business Solutions Quarterly maintenance agreement - Konica Minc	02/11/2026	358.89
Total for Check Number 53208:				358.89
53209	NEILSON 97937	Neilson Research Corporation NPDES Enhanced Sampling	02/11/2026	1,557.00
Total for Check Number 53209:				1,557.00
53210	NEXNET 28709 Admin 28709 WRF	Nexcom, LLC Digital telephone services - Admin office Digital telephone services - WRF	02/11/2026	364.50 178.00
Total for Check Number 53210:				542.50
53211	ICALL 6011093	One Call Concepts, Inc. 148 Locate tickets for Jan 2026, \$500 max per yr	02/11/2026	265.44
Total for Check Number 53211:				265.44
53212	ACWA 9023	Oregon Association of Clean Water Agencis Annual membership dues for 2026	02/11/2026	1,780.00
Total for Check Number 53212:				1,780.00
53213	DEQ WQSTM2601558	Oregon DEQ STM Industrial NPDES GEN12Z Permit No 107	02/11/2026	1,620.32
Total for Check Number 53213:				1,620.32
53214	OR-LIN 1335245 1340524 1345796	Oregon Linen, Inc. Laundry & mat services Laundry & mat services Laundry & mat services	02/11/2026	64.31 45.09 62.98

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 53214:	172.38
53215	PPL	Pacific Power	02/11/2026	
	Jan 2026 411LM	Usage-411 LM-Storage Bldg		55.31
	Jan 2026 425LM	Power Usage-425 Long Meadow		17.04
	Jan 2026 Admin	Power Usage-Admin Bldg		525.30
	Jan 2026 Brbn	Power Usage-310 Bourbon St PS		152.67
	Jan 2026 Gate	Power Usage-140 LM-NTS Gate		24.91
	Jan 2026 High	Power Usage-Highland PS		1,610.06
	Jan 2026 Keady	Power Usage-Keady Ct PS		100.41
	Jan 2026 LV	Power Usage-Loma Vista PS		116.77
	Jan 2026 NBank	Power Usage-North Bank PS		251.97
	Jan 2026 NTS	Contract/Power Usage-NTS PS		2,326.61
	Jan 2026 SBank	Power Usage-South Bank PS		2,683.28
	Jan 2026 Wilb 1	Power Usage-Wilbur 1 PS		365.08
	Jan 2026 Wilb2	Power Usage-Wilbur 2 PS		407.62
	Jan 2026 WRF	Power Usage-WWTP 1		23,333.91
	Jan 2026 WRF2	Power Usage-WWTP 2		33.02
			Total for Check Number 53215:	32,003.96
53216	PLATT2	Platt Electric Supply	02/11/2026	
	7A74138	Uni-struts and parts for sign installations at NTS		702.73
	7A74834	Uni-struts and parts for sign installations at NTS		75.08
			Total for Check Number 53216:	777.81
53217	RLJ	Ray Johnson	02/11/2026	
	2026	Annual Backflow test gauge calibration		80.00
			Total for Check Number 53217:	80.00
53218	RSBG-DIS	Roseburg Disposal Company	02/11/2026	
	1463233	Monthly garbage services		70.00
			Total for Check Number 53218:	70.00
53219	SHRED-IT	Stericycle, Inc.	02/11/2026	
	1000346115	Monthly document shredding services - 2 pickup		234.52
			Total for Check Number 53219:	234.52
53220	Stratton	Stratton Brothers, Inc.	02/11/2026	
	2026-015	Pave around manhole at Stephens & Channon		697.00
			Total for Check Number 53220:	697.00
53221	SUNRISE	Sunrise Enterprises, Inc	02/11/2026	
	INV0043761	Monthly janitorial services		595.00
			Total for Check Number 53221:	595.00
53222	Tech1AG	Tech 1 AG & Inspections, LLC	02/11/2026	
	061	Labor to apply chemicals for blackberry mitigati		12,500.00
			Total for Check Number 53222:	12,500.00
53223	TEKMAN	TEKMANAGEMENT, INC.	02/11/2026	
	102982	(3) year SonicWall; firewall services renewal		2,285.32
	103008	SQL Server		1,197.56
	103229	Penetration Testing		253.84

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	103229	Backup & Recovery Services		565.00
	103229	DNS Filter (security)		32.00
	103229	NinjaOne for Workstations and Phones billed at !		400.00
	103229	Secure Multi-Factor Authentication \$91.20/mo		81.60
	103229	Server Maint & monitoring		1,707.70
	103229	Encryption of laptops		107.25
	103229	Cloud storage-server backups		108.00
	103229	Priveleged Access Mgmt Software		37.40
Total for Check Number 53223:				6,775.67
53224	DYER 40859 40860	The Dyer Partnership Engineers & Planners Walmart Manhole: Pre-design and design to repa Pre-design and design for storm damage repair o	02/11/2026	675.00 1,935.00
Total for Check Number 53224:				2,610.00
53225	THMSCRK 1723	Thomas Creek Landscaping & Maintenance Monthly landscape maintenance services	02/11/2026	350.00
Total for Check Number 53225:				350.00
53226	UBWA Jan 2026 411LM Jan 2026 606LM Jan 2026 Brbn	Umpqua Basin Water Association Water - 411 Long Meadows Ln Water - 606 Long Meadows Ln Water - 310 Bourbon St	02/11/2026	30.37 28.00 28.01
Total for Check Number 53226:				86.38
Total for 2/11/2026:				144,654.21
Report Total (47 checks):				144,654.21