



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

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

Board Chair, John Dunn, called the regular monthly Board Meeting to order at 4:00 p.m. on April 10, 2019 at 1297 N.E. Grandview Drive.

ROLL CALL

Directors

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

Absent: David Campos

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, March 13, 2019.

Jerry Griese moved to approve the minutes, for the Wednesday, March 13, 2019 Roseburg Urban Sanitary Authority Regular Monthly Meeting.

Kelsey Wood seconded the motion.

The motion passed unanimously.

Appointment of Budget Committee Member

Jim Crow and Dave Gregory will not be able to fulfill their duties as the Position 3 and Position 4 Budget Committee Members. The Board must fill their positions for the remainder of the terms.

Staff presented Ryan Neeman as a candidate to fill Position 3 on the Budget Committee and Robin VanWinkle to fill Position 4 on the Budget Committee.

Rob Lieberman made a motion to approve the appointment of Ryan Neeman and Robin VanWinkle to serve on the Budget Committee.

Kelsey Wood seconded the motion.

The motion passed unanimously.

Vote By Roll Call

At this time, Chairman Dunn requested a “Roll Call” vote for the appointment of Ryan Neeman and Robin VanWinkle to the Budget Committee:

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

The appointment of Budget Committee Members was approved with a 4/0 vote.

Winchester Pump Station Force Main Replacement Project

RUSA’s share of the Winchester Project is \$2,126,298.39. The Board was informed that Amendment 1 to the Cooperative Improvement Agreement would not be signed by Douglas County Commissioner Boice, leaving a payment of \$2,126,298.39 due to Douglas County. The Board discussed payment options at length.

Jerry Griese made a motion to approve payment the \$2,126,298.39 payment to Douglas County for the Winchester Project.

Kelsey Wood seconded the motion.

The motion passed 3-1

General Managers Report

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.

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 soon.

CH2M Report

Jade Mecham CH2M Project Manager advised that the treatment facility averaged 96% BOD removal and 97% Total Suspended Solids removal. A tree 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 with results showing the plant to be within the approved limits.

Accounts Payable

The Board reviewed the Accounts Payable Report and Addendum for the April 10, 2019 Accounts Payable.

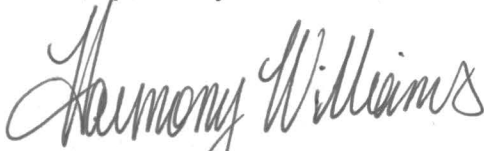
Jerry Griese made a motion to approve the Accounts Payable and Addendum as presented. Kelsey Wood seconded the motion. The motion passed unanimously.

Other Business

The Board discussed the rising cost of RUSA employee health care benefits.

There being no further business to come before the Board, the meeting was adjourned at 5:08 p.m.

Respectfully submitted,



Harmony Williams
Office Assistant