



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 11, 2020 at 1297 N.E. Grandview Drive.

ROLL CALL

Directors

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

Absent: Rob Lieberman, Jerry Griese

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

Consideration of the minutes of the Regular Monthly Board Meeting of Wednesday, February 12, 2020.

David Campos moved to approve the minutes for the Wednesday, February 12, 2020 Roseburg Urban Sanitary Authority Regular Monthly Meeting.

Kelsey Wood seconded the motion.

The motion passed unanimously.

Resolution 20-02

This resolution transfers appropriations from the General Fund (Fund #1), account number 7890 - General Operating Contingency to the General Fund Treatment (Department #6) Materials and Services, account number 6570 – NTS Site Maintenance

During the winter of 2019 the Roseburg area encountered a severe winter storm followed by a Presidential disaster declaration for Douglas County. RUSA's Natural Treatment System located on 340 acres off Old Melrose Road encountered numerous fallen trees due to the heavy snow.

RUSA submitted a claim to the Federal Emergency Management Agency (FEMA) under the declared event for tree removal. FEMA has approved the project to remove the trees and will be providing reimbursement for 75% of the cost.

The current amount allocated for maintenance of the NTS site is not sufficient to provide funding for the normal maintenance and this new expense of tree removal.

Kelsey Wood made a motion to approve
David Campos seconded the motion.

General Managers Report

Winchester Pump Station Force Main Replacement Project

The contractor is continuing to install the dual force main.

The Contractor has completed approximately 80% of the sanitary sewer work. The project completion is estimated to be in April 2020.

FEMA Application for Damage Claimed Disaster Relief

RUSA has received payment for Project Worksheet (PW) 00042 for reimbursement of \$25,605.00. We have two PW pending. One is complete and has been submitted to the State for \$6,952.33 and one is pending completion of the work by the contractor.

Bio Solids Building Expansion Project

The contractor completed on the project.

The General Contractor, Zerbach Construction, has submitted pay request No. 4 in the amount of \$14,628.57, the total retainage withheld.

The project Engineer and staff have reviewed the documentation and would recommend that the Board approve payment request No. 4 in the amount of \$14,628.57.

David Campos moved that the Board approve pay request No. 4 in the amount of \$14,628.57.

Kelsey Wood seconded the motion.

The motion passes unanimously.

Hooker Road Rehabilitation Project

The project is under design with 50% plans scheduled to be completed in April. The tentative schedule is to put the project out for bidding in June with construction to begin in July or August.

Jacobs Plant Operations Report

Jade Mecham reported the treatment facility averaged 97% BOD removal and 97% Total Suspended Solids removal during February. The total Effluent flow was 249.30 million gallons.

Accounts Payable

The Board reviewed the Accounts Payable Report and Addendum for the March 11, 2020 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.

Respectfully submitted,

A handwritten signature in blue ink that reads "Harmony Williams". The signature is written in a cursive, flowing style.

Harmony Williams
Office Assistant