



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

**REGULAR MONTHLY BOARD MEETING**  
**September 12, 2019**

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

**September 12<sup>th</sup>, 2019**  
**RUSA Board Room**  
**4:00 p.m.**

## **AGENDA**

### **REGULAR MONTHLY BOARD MEETING**

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#### **Board of Directors**

John Dunn, Chair  
David Campos

Kelsey Wood

Rob Lieberman, Vice Chair  
Jerry Giese

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- 1. Call to Order – John Dunn, Board Chair**
- 2. Roll Call**
- 3. Consider Minutes**
  - a. August 14th, 2019 Board Meeting
- 4. General Managers Report**
  - a. Winchester Pump Station Force Main Replacement
  - b. Douglas County Landfill Leachate
  - c. FEMA Application for damage claimed disaster relief
  - d. Watson Street Mainline Replacement
- 5. New Developments**
- 6. Staff Report**
- 7. Jacobs (ch2m) Plant Operations Report**
- 8. Accounts Payable**
- 9. 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 4:03 p.m. on August 14, 2019 at 1297 N.E. Grandview Drive.

**ROLL CALL**

**Directors**

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

**Absent:**

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**Others present:** General Manager Jim Baird, Finance Director Christine Morris, Office Assistant Harmony Williams, Engineering Tech III Ryon Kershner and CH2M Chief Plant Operator Randy Turner.

**Swearing in Elected Board Members**

Board Members Jerry Griesse and Kelsey Wood were reelected on May 21, 2019 to positions 3 and 4, respectively, beginning new 4 years terms on July 1, 2019. At this time Kelsey Wood was sworn in by General Manager Jim Baird.

**Consideration of the minutes of the Regular Monthly Board Meeting of Wednesday, July 10, 2019.**

Jerry Griesse moved to approve the minutes, for the Wednesday, July 10, 2019 Roseburg Urban Sanitary Authority Regular Monthly Meeting.

Kelsey Wood seconded the motion.

The motion passed unanimously.

**Contract Review Board**

The bids for RUSA's "Biosolids Building Addition" were received and opened publicly August 8<sup>th</sup>, 2019. There were four bids received for the project. The following are the bid results:

Zerbach Construction	\$292,571.30
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Renco General Contractors	\$314,728.00
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Jack Mathis \$314,999.00

Z Terrell & Sons LLC \$383,478.11

The project Engineer, Tom Rogers reviewed the bids and recommended the Board award the contract to Zerbach Construction the low bidder.

Staff recommended that the Board issue the notice of intent to award the Biosolids Building Addition to Zerbach Construction.

David Campos made a motion to approve the notice of intent to award the Biosolids Building Addition to Zerbach Construction.

Kelsey Wood seconded the motion.

The motion passed unanimously.

### **Out of Scope/Additional Services Agreement**

Jacobs provided a letter of agreement, to provide additional services to meet the Oregon Department of Environmental Quality monitoring and reporting for the Natural Treatment System and the Anammox system.

Jacobs has provided this service in the past directly from the engineering division. Staff negotiated to utilize the "Out of Scope/ Additional Services clause in the contract with the operations division at a substantial cost reduction.

The 2018 agreement anticipated a total cost of \$65,000. The agreement is based on a not to exceed amount billed at the time of service for only the hours required to complete the tasks outlined in the agreement. The total invoiced amount for year was \$39,104.47. The savings were due to less billable hours for the engineering team and significantly less travel required to complete the work.

The estimated work to complete the tasks in the agreement has not changed. The not to exceed amount has increase to \$69,000 to account for increase in personnel cost. As in the past RUSA will be billed only for the actual cost, plus 15%, to complete the tasks outlined in the agreement.

Rob Lieberman made a motion to approve the Out of Scope/Additional Services Agreement.

Kelsey Wood seconded the motion.

The motion passed unanimously.

### **State of Oregon Office of Emergency Management**

Staff received a formal contract from the State of Oregon Office of Emergency Management in order to apply for federal disaster relief funding for the repair and restoration of public facilities damaged during the period of February 23-26, 2019.

Staff recommended approving the State of Oregon Office of Emergency Management Agreement.

Kelsey Wood made a motion to approve the State of Oregon Office of Emergency Management Agreement.

David Campos seconded the motion.

The motion passed unanimously.

## **General Managers Report**

### **Back Nine Sanitary Sewer Extension Phase I**

Pacific Power has installed power to the transformer as of August 13<sup>th</sup>.

### **Winchester Pump Station Force Main Replacement Project**

Force main construction is continuing. Project completion is estimated to be in December 2019.

### **Douglas County Landfill Leachate**

RUSA staff along with Jade Mecham, of Jacobs, met with representatives from Douglas County and Sam Cooke, of SCS Engineers, to discuss the possibility of the County becoming a contract customer for the treatment of the landfills leachate.

The discussion centered around the design requirements for a new pretreatment facility at the county landfill. RUSA staff provided a preliminary list of constituents of concern that would need to be reduced or eliminated from the leachate.

RUSA staff informed the county that the Board would need to approve any contract for the treatment of the County landfill leachate. Staff will continue to work with the County and their engineer on the project.

## **CH2M Report**

Randy Turner CH2M Chief Plant Operator advised the treatment facility averaged 98% CBOD removal and 97% Total Suspended Solids removal during July. The total Effluent flow was 85.13 million gallons, all of which went to the NTS.

## **Accounts Payable**

The Board reviewed the Accounts Payable Report and Addendum for the August 14, 2019 Accounts Payable.

David Campos made a motion to approve the Accounts Payable and Addendum as presented.

Rob Lieberman seconded the motion.

The motion passed unanimously.

## **Other Business**

Staff presented one page of Ordinance 97-05 regarding the changed use of property. RUSA has approximately 550 customers who have water usage monitored annually. These customers see annual adjustments in rates based on their average yearly water flow. Ordinance 97-05 states that if the property is improved, expanded, subdivided or otherwise modified or use is increased by more than 10%, so as to increase the Wastewater SDC due for that property or structure, a SDC shall be charged for the modified portion of the property. At this time staff is requesting the Board consider

the aforementioned section of Ordinance 97-05 to determine if restructuring the monitoring process or amending Ordinance 97-05 is needed.

There being no further business to come before the Board, the meeting was adjourned at 5:15 p.m.

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

## GENERAL MANAGERS REPORT

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Date: 9/6/19  
To: Roseburg Urban Sanitary Authority, Board of Directors  
From: James V. Baird, General Manager  
Re: General Managers Informational Report to the Board

### **Winchester Pump Station Force Main Replacement Project**

Force main construction is continuing. The Contractor has completed approximately 75% of the sanitary sewer work. The project completion is estimated to be in December 2019.

### **Douglas County Landfill Leachate**

Staff is waiting for the results from the lab on the leachate. Once we can understand the level of the constituents of concern we will discuss with the County and the Project Engineer the potential pretreatment requirements.

### **FEMA Application for Damage Claimed Disaster Relief**

Staff is in the process of providing FEMA with a completed application and supporting documents for RUSA's claim. Staff is having weekly meetings with the FEMA project manager for RUSA.

### **Watson Street Mainline Replacement**

RUSA is replacing the sanitary sewer mainline on Watson Street. We are doing the project as an inhouse project. The project consists of approximately 270 feet of new 8" sewer and one new manhole. As part of the project we are connecting the existing private building sewers to the new mainline.

## **ROSEBURG URBAN SANITARY AUTHORITY**

### **NEW DEVELOPMENTS AND PROJECTS**

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#### **DEVELOPMENTS:**

- Oakridge Court Apartments
  - The plans and specifications have been approved. This project is on hold.
- Harvard West Phase II – short mainline extension to serve a new commercial building- under review
- Townsend Lane Subdivision, -This project seems to be on hold

#### **PRELIMINARY DESIGN:**

- Loma Vista Pump Station Improvement Study
- Tabor – Military Avenue partition
- Kenwood Tabor PUD
- Pomona Apartment
- Neighborworks Apartment -preliminary design for a mainline extension
- Rosemary 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
  - This project is at end of warrantee and now operational
- Winchester Pump Station Pressure Line Replacement- Approximately 75 percent of the pipe is now installed.



# ROSEBURG URBAN SANITARY AUTHORITY

## AUGUST 2019 STAFF REPORTS

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### COLLECTION DEPARTMENT:

- Completed 30 work orders.
- Completed CCTV of 15,257 feet or 2.89 miles of mainline.
- Completed cleaning of 31,446 feet of mainline.
- Completed 57 manhole inspections.
- Repaired 1 manholes.
- Completed 1 mainline spot repair.
- Began mainline replacement project on Watson St.
- Prepared base for pavement in back parking lot.

### ENGINEERING DEPARTMENT:

- Completed 275 underground utility locate requests.
- Issued 13 permits and completed 9 inspections.
- Back Nine Sanitary Sewer Extension project. The lift station is now operational and waiting on the final walk-through by Romtec.
- Construction on the Cascade Court Project is complete. The City is finalizing negotiation with a homeowner and working on closing out the project.
- Hwy 99 pressure main project is underway, currently 75 percent of the pipe has been installed.
- FOG inspections: Dairy Queen was pumped this month, we are working with Dutch Brothers on Stephens to install a device, Log Cabin Clean.

### FINANCE DEPARTMENT:

- Vacancy Credits: 8 were processed for a total of \$1,388.20 in August.
- Credit cards/eChecks: 781 payments totaling \$35,876.54 were collected in August. 56 payments received at the counter, 29 by voice response system, and 696 on-line.
- Automatic Payments: 2,050 customer accounts are signed up. Received \$81,842.26 or approximately 14.9% of monthly billing.



TO: Jim Baird, General Manager-RUSA  
FROM: Jade Mecham, Project Manager  
DATE: September 4, 2019  
SUBJECT: August 2019 Monthly Report

### OPERATIONAL ACTIVITIES

- The treatment facility averaged 98% CBOD removal and 96% 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 August 2019, was 242,000 KWHRS with a total Effluent flow of 90.67 million gallons all of which went to Outfall 002 (Natural Treatment System). The August 2018 electrical consumption was 236,000 KWHRS with a total Effluent flow of 85.16 million gallons all of which went to Outfall 002 (Natural Treatment System).
- The #3 primary digester was placed back into service following the cleaning.
- The plant experienced a very low dissolved oxygen event in the aeration basin one day, it was not an equipment problem, it was a source problem. We looked and asked and did not find the source of the problem.
- We completed a 3 day sampling event for metals testing, results are pending analysis.
- We had some odor issues at the plant in August.

### PRETREATMENT ACTIVITIES

The following pretreatment inspections were completed in August:

- A notice not to dispose of hazardous waste pharmaceuticals into the sanitary sewer were mailed to businesses with the potential to discharge. This was a regulation recently put forth by the EPA.
- *Roseburg Chevron Deli/Market*: Their discharge was in Ok condition in the discharge line.
- *Dutch Bros on Stewart Parkway*: Their interceptor and discharge line were too full and losing grease. The owner and manager were both notified, and they agreed to increase pumping to every 2 months during the summer weather.
- *Subway on Stewart Parkway*: Their discharge line looked Ok.
- *Valley Towing*: The discharge at the nearest manhole looked Ok, no grease or oil.
- *Mobile Tune*: No clean outs, the manager said they are a dry shop.
- *Ridgeway Market*: There was no noticeable grease at the manhole.
- *D.C. Cooperative Deli/Market*: No noticeable grease buildup at the nearest manhole.

## NATURAL TREATMENT SYSTEM (NTS)

- Repairing and replacing sprinklers to keep them irrigating.
- Sample the river upstream and down plus the NTS effluent weekly.
- A 2" drain down line ruptured at the NTS pump station that had to be repaired.

## MAINTENANCE ACTIVITIES

### LIFT STATIONS

- Total Flow from all Lift Stations for the month – 60 Million Gallons
- Average Daily Flow from all Lift Stations per day - 2.2 Million Gallons

### MAINTENANCE

- Installed a 6-inch line with a valve on the side cover of the #3 Primary Digester.
- Replaced 5 valves that go to the sludge line coming out of the #3 Primary Digester.
- Replaced both gas control valves for the #1 Boiler.
- Replaced the main valve for the sludge loading truck boom at the loading dock.
- Replaced the photo eye and outside yard light at the Highland Station.
- Replaced the eye bolts and wing nuts for all the Thief hole on top of the #3 Primary Digester.
- Replaced the vent line valve for the Chlorine system.

## LABORATORY ACTIVITIES

- We are in our normal summer testing which requires: CBOD's 3 times a week, TSS 3 times a week, pH daily, Chlorine Residual Daily average, Ammonia 3 times week, E. Coli 3 times a week, Nitrate once a week, TKN once a week, and Total Phosphorus once a week.
- The Eureka probes are placed in SW1, SW5, and SW6, to continuously monitor pH, Temp., and D.O.
- Also included for the summer is Total Phosphorus (PO<sub>4</sub>) for the NTS, which is sampled at SW1, SW5, and SW6 once a week and once a month at MW1.
- When discharging from the pond we sample daily for PO<sub>4</sub> at SW5.
- Number of Tests for permit: 134  
13 CBOD's    31 pH    14 Fecal/E. Coli    5 TKN    5 Nitrate  
13 TSS    31 Cl<sub>2</sub> Res.    13 Ammonia    9 Total Phosphorus
- Precision results:    Accuracy Results:  
In control: 134    In Control: 120  
Out of control: 0    Out of Control: 0
- Eureka probes were downloaded, calibrated and deployed at SW1, SW6, and SW5, on 8/1/19 and pulled, downloaded, recalibrated and relaunched on 8/16/19.
- August 19<sup>th</sup> thru the 21<sup>st</sup> we sampled for Semi-annual metals and Cyanide.
- On 8/22/19, we collected lab water samples.
- All samples were shipped to NRC for testing on 8/22/19.

- We received our Final Report for DMR-QA 39. All results were acceptable. Sent report to DEQ's DMR coordinator on 8/27/19.
- Entered data for WP-295 on ERA's eData website on 8/26/19.

#### **PERSONNEL/COMMUNITY SERVICE ACTIVITIES**

- Jade Mecham spent one day in Coos Bay.

#### **UPCOMING EVENTS**

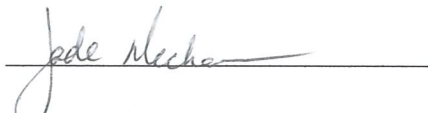
##### **OPERATIONS/NTS:**

- Continue to work on the backlog of biosolids for application, that is being stored from digester cleaning.

##### **MAINTENANCE:**

- Replace the Mechanical seal in the #2 Main hot Water pump.
- Install the Odorous Air Fan next to the Clarifier dome to pull from the Pretreatment building.
- Finish installing Surcharge floats at the remaining Lift stations.

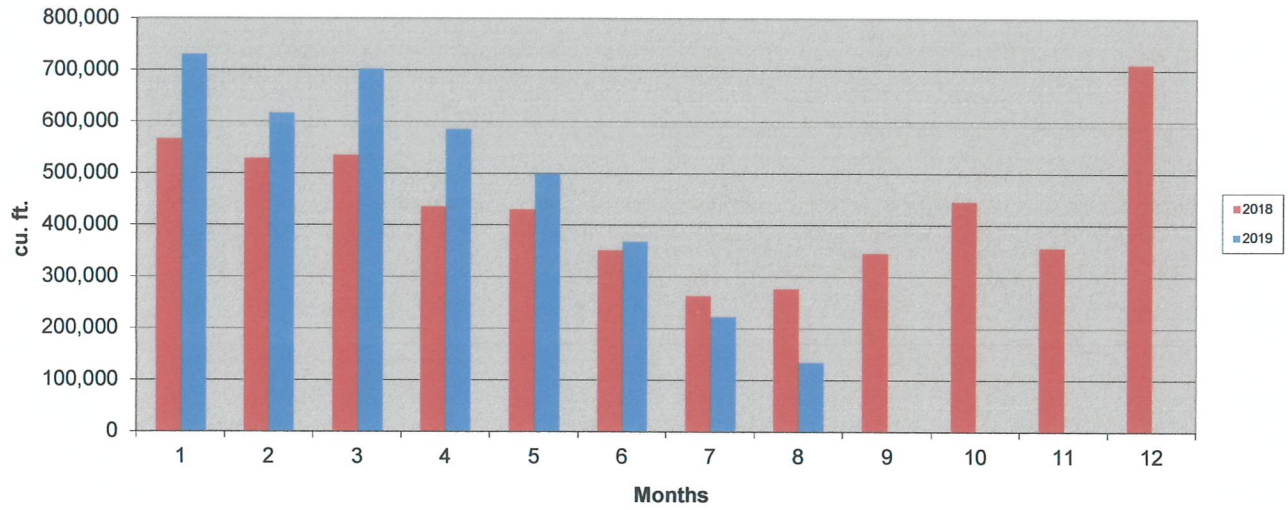
Enclosures:      Boiler/Flare Gas Usage graphs  
                          Influent TSS/CBOD and Effluent Flow Graphs  
                          12 Month Moving Avg.  
                          Violation Sum-Limit Report



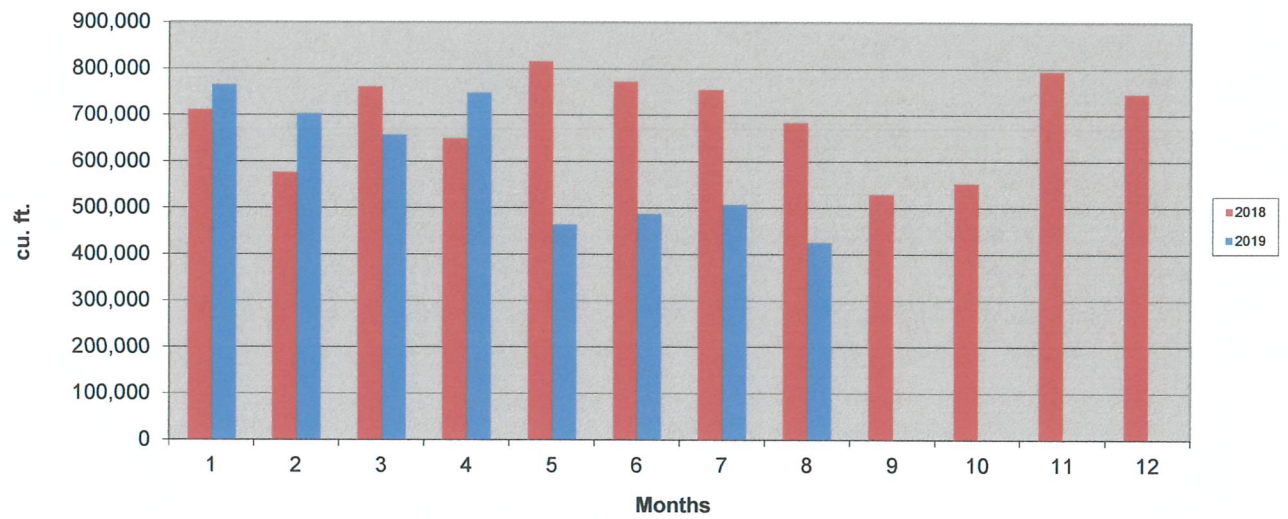
Jade Mecham  
 Project Manager  
 Jacobs

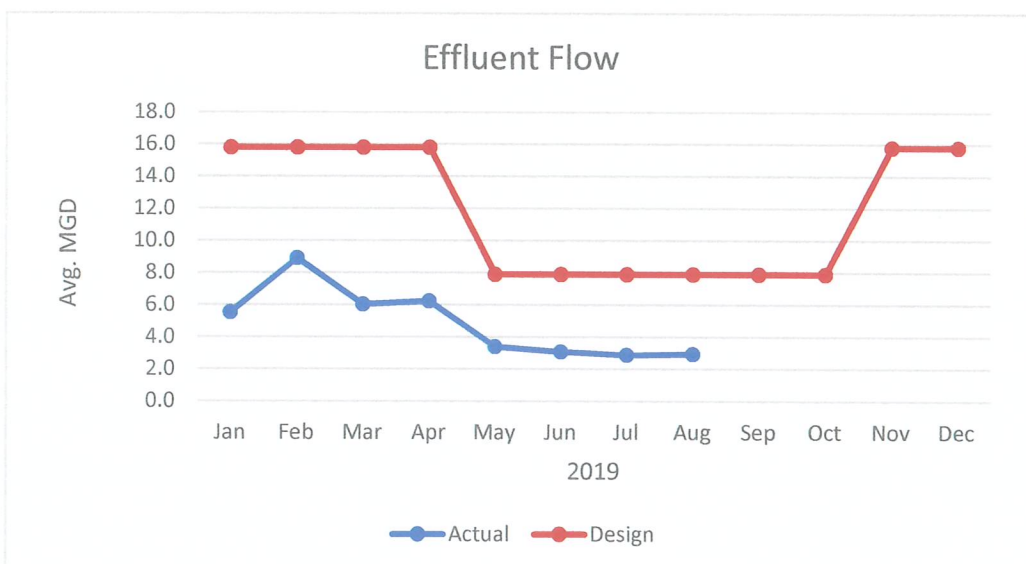
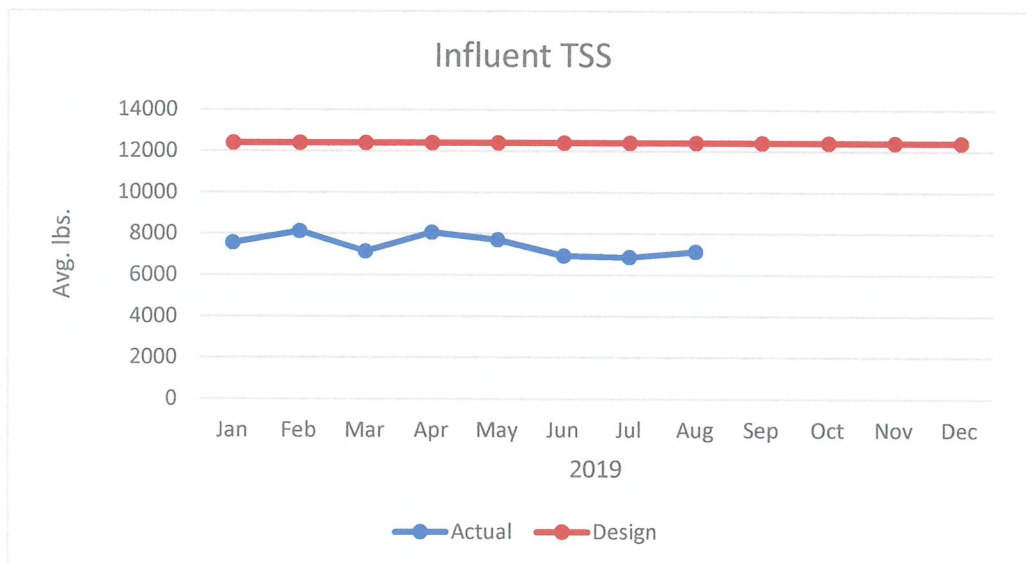
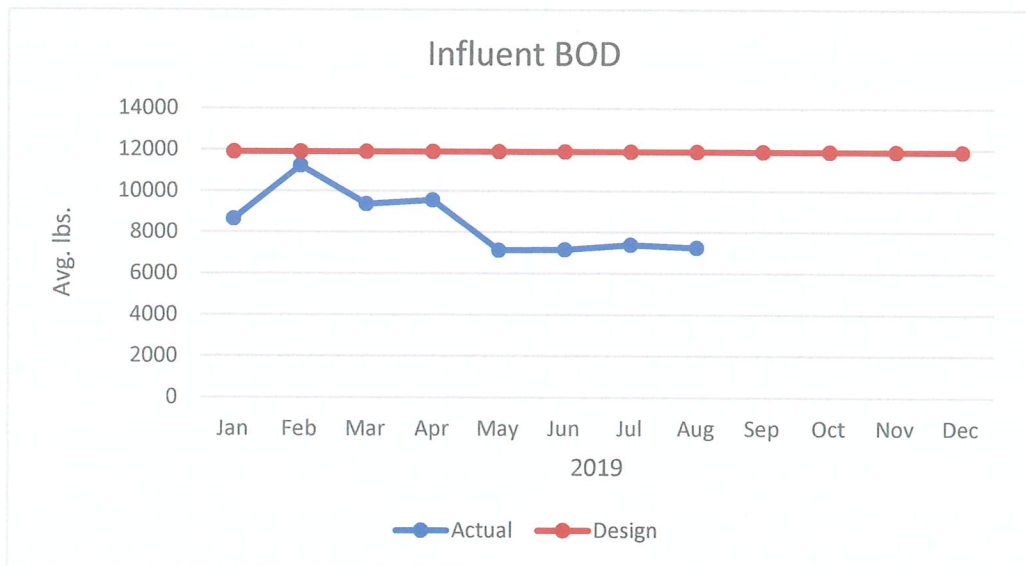


### BOILER GAS USAGE



### FLARE GAS USAGE





## 12 MONTH MOVING AVERAGES

Month/Year	Plnt Inf Q Average MGD	Plnt Inf Average lbs/day <b>CBOD</b> /BOD	Plnt Inf Average lbs/day TSS
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
Apr-19	6.25	9562	8065
May-19	3.41	7137	7717
Jun-19	3.08	7167	6931
Jul-19	2.90	7405	6865
Aug-19	2.94	7257	7133

<b>SUM</b>	<b>52.37</b>	<b>99512</b>	<b>87817</b>
<b>AVE</b>	<b>4.36</b>	<b>8293</b>	<b>7318</b>
<b>MAX</b>	<b>8.92</b>	<b>11233</b>	<b>8133</b>
<b>MIN</b>	<b>2.65</b>	<b>6406</b>	<b>6288</b>

Limit Summary: ( \*\* designates values exceeding limit )  
1 value exceeding limit.

Location/Parameter	Units	Limit	Actual
Plnt Ef - C BOD			
BOD Nit Inh 5 - BOD Nitrogen Inhib Tot 5 Day			
Average	MG/L	10.00	6.54
Max Weekly Avg (Wed Rule) , 8/11/2019	MG/L	15.00	8.00
Average Loading	lb/day	660.00	
Max Weekly Avg (Wed Rule) Loading	lb/day	990.00	
Plnt Ef - Effluent			
BOD Nit Inh 5 - BOD Nitrogen Inhib Tot 5 Day			
Maximum Loading	lb/day	1300	
Plnt Ef - C BOD			
pH Lab - pH Lab Standard Units			
Minimum , 8/5/2019	S.U.	6.30	6.60
Maximum , 8/16/2019	S.U.	8.50	7.25
Plnt Ef - C BOD			
Solids TSS - Total Suspended Solids TSS			
**    Average	MG/L	10.00	10.92
Max Weekly Avg (Wed Rule) , 8/4/2019	MG/L	15.00	12.33
Average Loading	lb/day	660.00	
Max Weekly Avg (Wed Rule) Loading	lb/day	990.00	
Plnt Ef - Effluent			
Solids TSS - Total Suspended Solids TSS			
Maximum Loading	lb/day	1300	
Plnt Ef - C BOD			
Cl2 Residual - Chlorine Total Residual			
Average	MG/L	NA	
Efncy Pr - Plant Efficiency Process			
CBOD Removal - % Removal Efficiency			
CBOD % Rem	%	<85	98
Efncy Pr - Plant Efficiency Process			
TSS Removal - % Removal Efficiency			
TSS % Rem	%	<85	96
Plnt Ef - Effluent			
Nh3 N Ammonia - Nitrogen Ammonia Total As N			
Average	MG/L	NA	10
Maximum , 8/13/2019	MG/L	na	19
Plnt Ef - Effluent			
E Coli - E Coli			
Average	MPN	126	18
Maximum , 8/14/2019	MPN	406	95
Plnt Ef - Effluent			
XS Therms - Excess Thermal Load			
Maximum	MKCal	na	

We are in summer mode of operations with the flow being sent to Outfall 002 (Natural Treatment System).



## **CASH DISBURSEMENT RECAP BOARD MEETING SEPTEMBER 12, 2019**

### Cash Disbursements Since the Last Board Meeting

All Funds:

Total of Prepaid Checks & ACH Transactions	69,132.94
Total of Regular Checks & ACH Transactions	<u>222,734.67</u>

Total Expenditures (not including Payroll)	<u>291,867.61</u>
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Payroll:

Net Payroll - August 2019	64,227.07
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All Checks & ACH Transactions since the Board Meeting of August 14, 2019	<u>356,094.68</u>
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# Accounts Payable

## Checks by Date - Detail by Check Date

User: christine  
Printed: 9/6/2019 2:04 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	ASIFLEX	ASIFlex	08/30/2019	
	AUG 19 PR	PR Batch 00001.08.2019 Dependent Care FSA	PR Batch 00001.08.2019 Dep	83.33
	AUG 19 PR FSA	PR Batch 00001.08.2019 Flexible Spending Acco	PR Batch 00001.08.2019 Flex	1,479.13
Total for this ACH Check for Vendor ASIFLEX:				1,562.46
ACH	DNB	Internal Revenue Service	08/30/2019	
	AUG 19 PR	PR Batch 00001.08.2019 Medicare - Employee	PR Batch 00001.08.2019 Med	1,356.45
	AUG 19 PR	PR Batch 00001.08.2019 FICA - Employer	PR Batch 00001.08.2019 FIC.	5,800.04
	AUG 19 PR	PR Batch 00001.08.2019 FICA - Employee	PR Batch 00001.08.2019 FIC.	5,800.04
	AUG 19 PR	PR Batch 00001.08.2019 Federal Income Tax	PR Batch 00001.08.2019 Fed	6,704.15
	AUG 19 PR	PR Batch 00001.08.2019 Medicare - Employer	PR Batch 00001.08.2019 Med	1,356.45
Total for this ACH Check for Vendor DNB:				21,017.13
ACH	OR-Rev	Oregon Dept. of Revenue	08/30/2019	
	AUG 19 PR	PR Batch 00001.08.2019 Oregon W/Held	PR Batch 00001.08.2019 Ore	5,495.21
Total for this ACH Check for Vendor OR-Rev:				5,495.21
49166	CIS INS	CIS Trust	08/30/2019	
	AUG 19 PR	PR Batch 00001.08.2019 CCIS Insurance AD&I	PR Batch 00001.08.2019 CCI	22.31
	AUG 19 PR	PR Batch 00001.08.2019 Dental & Vision	PR Batch 00001.08.2019 Den	3,341.00
	AUG 19 PR	PR Batch 00001.08.2019 Voluntary Dependent L	PR Batch 00001.08.2019 Vol	31.92
	AUG 19 PR	PR Batch 00001.08.2019 Voluntary Life Insuran	PR Batch 00001.08.2019 Vol	249.50
	AUG 19 PR	PR Batch 00001.08.2019 Life Insurance - er	PR Batch 00001.08.2019 Life	106.45
	AUG 19 PR	PR Batch 00001.08.2019 Life Insurance - Spous	PR Batch 00001.08.2019 Life	138.77
	AUG 19 PR	PR Batch 00001.08.2019 CCIS Insurance Long-	PR Batch 00001.08.2019 CCI	232.21
	AUG 19 PR	PR Batch 00001.08.2019 Medical Ins w/RX	PR Batch 00001.08.2019 Med	28,591.10
	AUG 19 PR	PR Batch 00001.08.2019 Short-Term Disability	PR Batch 00001.08.2019 Sho	124.51
Total for Check Number 49166:				32,837.77
49167	PEBSCO	Nationwide Retirement Solutions	08/30/2019	
	AUG 19 PR	PR Batch 00001.08.2019 Nationwide-Deferred C	PR Batch 00001.08.2019 Nati	4,550.00
Total for Check Number 49167:				4,550.00
49168	CENTURY	CenturyLink	08/30/2019	
	AUG 2019 ADMIN	2 analog phone lines, 1 for fax and 1 for fire alar		120.62
Total for Check Number 49168:				120.62
49169	BOLI	Prevailing Wage Rate Unit	08/30/2019	
	Biosolids Addit	Prevailing Wage Public Work Fee - Biosolids Ad		292.57
Total for Check Number 49169:				292.57
49170	SHRED-IT	Shred-It USA	08/30/2019	
	8127936184	Monthly document shredding service		91.37

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 49170:	91.37
49171	USPS Aug 2019	US Postal Service Postage for mailing UB Bills - Sept	08/30/2019	2,445.80
			Total for Check Number 49171:	2,445.80
49172	VERIZON 9836090598 9836090606	Verizon Wireless Monthly wireless telephone service Monthly wireless service for TV Van	08/30/2019	650.99 39.02
			Total for Check Number 49172:	690.01
49173	UB*00039	THADDEUS WEESE Refund Check Refund Check Refund Check	08/30/2019	5.00 1.25 23.75
			Total for Check Number 49173:	30.00
			Total for 8/30/2019:	69,132.94
			Report Total (11 checks):	69,132.94

# Accounts Payable

## Checks by Date - Detail by Check Date

User: christine  
Printed: 9/6/2019 2:17 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	STAPLES	Staples Credit Plan	09/12/2019	
	2327955091	Prongs for UB files		64.90
	2330338721	Keyboard		19.99
	2333023641	White board cleaner		9.98
	2333045631	UPS replacement for server		173.99
	2335682751	10 ft displayport cable for Angie's office		20.59
	2335686321	Cable splitter		12.59
	2342147651	Paper & kitchen supplies		203.67
	2342171811	Office supplies		14.59
	70986	Presenter Mouse & 500GB SSD		154.98
Total for this ACH Check for Vendor STAPLES:				675.28
49174	WP	Avista Utilities	09/12/2019	
	Aug 2019	Natural Gas Usage-Admin Bldg		27.49
Total for Check Number 49174:				27.49
49175	BANNERMC	BANNER BANK	09/12/2019	
	AA 080719	Costco-Office, Janitorial & kitchen supplies		235.47
	DF 080219	Amazon-TV display for Fair exhibit		199.99
	DF 080419	Amazon-speakers		249.00
	DF 080819	Amazon-Replacement monitor for Angie		379.99
	DF 080819b	Adobe-credit for Adobe Acrobat		-14.99
	DF 080919a	Adobe-Acropro-Engineering (4 accts)		774.72
	DF 080919b	Adobe-Acropro-Collection (3 accts)		581.04
	DF 080919c	Adobe-Acropro-Finance (4 accts)		774.72
	DF 081019a	Adobe-credit for Adobe Acrobat (Jim B)		-169.53
	DF 081019b	Adobe-credit for Adobe Acrobat (Christine)		-155.73
	DF 081019c	Adobe-credit for Adobe Acrobat (Dave)		-169.03
	DF 081019d	Adobe-credit for Adobe Acrobat (Angie)		-169.53
	DF 081319	Scan Store-Scanning cleaning/Main kit for scann		170.00
	DF 081419	Amazon-Operating system-upgrade Dave's PC to		129.00
	DF 081719	Amazon-Adaptor cables		3.49
	DF 082119a	Amazon-USB Cables		17.98
	DF 082119b	Amazon-TV Mount for front office wall		19.99
	DF 082119c	Web Network solutions-Email acct-domain verif		11.39
	DF 082219	Amazon-Hard drive for offsite backups		249.95
	HW 080219	Safeway-Kitchen & first aid supplies		31.11
	HW 081319	Safeway-Board mtg supplies		43.35
	JB 080619	McMenamins-DCUCC lunch-John B		19.50
	KB 081519	Bagel Tree-Staff mtg supplies		35.60
	KB 082819	Sportsman Warehouse-TV Van Seat & Mount		114.98
	KB 082919	Sportsman Warehouse-Swivle for TV Van seat		12.99
	MC 080119	Sportsman Whse-Prize for Fair booth		209.98
	MC 080519	Home Depot-Bonding Adhesive for Poplar St M		32.90
	RC 073119	Staples-Dry erase board & art tape		193.02
	RC 080119	Home Depot-Paint for truck bay		209.39
	RK 080619	McMenamins-DCUCC Mtg		18.50

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	RK 081019	Adobe-Credit for acct change		-122.21
	RK 082019	Elmers-UBOS mtg-crew, Ryon, Jim, Steve		103.21
	RK 082119	Elmers-Do Co Safety Mtg-Ryon		17.18
	RK 082319	Zoom-Beacon bracket for inspector truck		89.00
	RK 082819	Wicked Warning-Beacon for inspector truck		265.00
	SL 080419	Adobe-Pro Automatic Renewal		179.88
	SL 080519	Summit Sign & Safety-Safety Shirts		114.93
	SL 080619	Do County-Fair booth entry tickets		206.00
	SL 081019	Adobe-Credit for Renewal		-177.90
	SL 082319	Quality Log Products-Customer Outreach items		1,327.32
Total for Check Number 49175:				6,041.65
49176	BHEC	Bassett-Hyland Energy Company	09/12/2019	
	CL84005	Fuel Usage 8/1/19-8/15/19		701.25
	CL84357	Fuel Usage 8/16/19-8/31/19		852.19
Total for Check Number 49176:				1,553.44
49177	OMI	CH2MHill OMI	09/12/2019	
	351289-020	Professional Services-Per Agreement		123,850.66
Total for Check Number 49177:				123,850.66
49178	C ROSE	City of Roseburg	09/12/2019	
	INV08739	Right of way permit-Terrace		30.00
	Permit 112-19	Right of way permit-Watson Project		124.50
Total for Check Number 49178:				154.50
49179	CCraft	Colorcraft Paint	09/12/2019	
	333686	Paint Samples for Bldg Exterior		44.54
	334312	Paint Samples for Bldg Exterior		100.22
Total for Check Number 49179:				144.76
49180	CUES	Cues, Inc.	09/12/2019	
	541555	Repair Inspector Mini Cam		834.98
Total for Check Number 49180:				834.98
49181	DRAUTO	D & R Auto & Truck Supply Corp	09/12/2019	
	863691	DEF Fluid		19.78
Total for Check Number 49181:				19.78
49182	SHAUN	DC Precision Lube & Tune	09/12/2019	
	00002-42792	Oil & Filter Change-2014 F450		35.99
Total for Check Number 49182:				35.99
49183	DEQ	Dept of Environmental Quality	09/12/2019	
	WQ20DOM-0813	Water Quality Permit-Sewage Disposal NPDES :		25,172.00
Total for Check Number 49183:				25,172.00
49184	DFN	Douglas Fast Net	09/12/2019	
	Sept 2019 Admin	Internet Services-Admin	Service: 14806	213.49
	Sept 2019 Cams	Phones/Security Cams	Service: 141784	98.01
	Sept 2019 High	Internet Services-Highland PS	Service: 105797	74.91
	Sept 2019 Host	Admin Hosting/Prov Fee to add emails		35.28
	Sept 2019 Keady	Internet Services-Keady Ct	Service: 106289	74.91

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	Sept 2019 NBank	Internet Services-No. Bank PS	Service: 105793	71.91
	Sept 2019 NTS	Internet Services-NTS	Service: 23920	56.36
	Sept 2019 Wilb1	Internet Services-Wilbur 1 PS	Service: 105796	74.91
	Sept 2019 Wilb2	Internet Services-Wilbur 2 PS	Service: 105794	71.91
	Sept 2019 Winch	Internet Services-Winchester P	Service: 105795	74.91
Total for Check Number 49184:				846.60
49185	EARTH 721112	EARTH20 Bottled water service	09/12/2019	74.04
Total for Check Number 49185:				74.04
49186	FASTENAL ORROS204027 ORROS204028	Fastenal Company Locate paint & gloves for crew Electrolyte tabs	09/12/2019	367.52 6.97
Total for Check Number 49186:				374.49
49187	FLURY E2148	Flury Supply Company Pipe for culvert	09/12/2019	115.80
Total for Check Number 49187:				115.80
49188	GRAPHDIM 2217	Graphic Dimensions, Inc. Cutting of Sept UB Bills	09/12/2019	37.60
Total for Check Number 49188:				37.60
49189	H.D. Fow 15245195	H. D. Fowler Co., Inc. WrapidSeal	09/12/2019	3,898.23
Total for Check Number 49189:				3,898.23
49190	ICONIX 17913033166	ICONIX WATERWORKS INC Pipe & Fittings	09/12/2019	1,321.36
Total for Check Number 49190:				1,321.36
49191	EDURED1 R27661 R27669	Investors IX, LLC EDU Reduction-511 W Umpqua St EDU Reduction-509 W Umpqua St	09/12/2019	10.00 10.00
Total for Check Number 49191:				20.00
49192	LTM 530947	Knife River Materials Crushed rock-Watson Project	09/12/2019	76.12
Total for Check Number 49192:				76.12
49193	LOWES 901138 901942 902302	Lowes Torpedo levels for Inspector truck Measuring Tape Testing Equipment for Ryons Truck	09/12/2019	19.82 26.11 18.10
Total for Check Number 49193:				64.03
49194	MSTRCR 24354-J	MasterCare Cleaning Co Inc Janitorial Services-August	09/12/2019	390.00
Total for Check Number 49194:				390.00
49195	OR-LIN	Oregon Linen, Inc.	09/12/2019	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	383210	Laundry Services		35.30
	388977	Laundry Services & mats		51.62
				<hr/>
Total for Check Number 49195:				86.92
49196	OR-TOOL 790769	Oregon Tool & Supply Gaskets for Camlock	09/12/2019	12.50
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Total for Check Number 49196:				12.50
49197	PNPCA 3268	Pacific Northwest Clean Water Association PNCWA Registration-Jim B	09/12/2019	530.00
				<hr/>
Total for Check Number 49197:				530.00
49198	PPL	Pacific Power	09/12/2019	
	Aug 19 411LM	Usage-411 LM-Storage Bldg		28.07
	Aug 19 425LM	Power Usage-425 Long Meadow		10.48
	Aug 19 Admin	Power Usage-Admin Bldg		665.63
	Aug 19 Bourbon	Power Usage-Bourbon St		12.04
	Aug 19 Credit	Contract/Power Usage-Misc Credit		-50.00
	Aug 19 Gate	Power Usage-140 LM-NTS Gate		20.17
	Aug 19 High	Power Usage-Highland PS		966.26
	Aug 19 Keady	Contract Min&Usage-Keady Ct PS		52.97
	Aug 19 LV	Power Usage-Loma Vista PS		120.33
	Aug 19 NBank	Power Usage-North Bank PS		106.18
	Aug 19 NTS PS	Contract/Power Usage-NTS PS		11,855.31
	Aug 19 SBank	Power Usage-South Bank PS		1,319.40
	Aug 19 Wilb1	Power Usage-Wilbur 1 PS		105.43
	Aug 19 Wilb2	Power Usage-Wilbur 2 PS		86.09
	Aug 19 WWTP	Power Usage-WWTP 1		17,997.39
	Aug 19 WWTP2	Power Usage-WWTP 2		28.10
				<hr/>
Total for Check Number 49198:				33,323.85
49199	PKGDEPOT 51497	Package Depot Ship Cues Controller	09/12/2019	62.22
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Total for Check Number 49199:				62.22
49200	Premium 22578	Premium Landscape, Inc. Landscaping Services-August	09/12/2019	180.25
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Total for Check Number 49200:				180.25
49201	Stratton 2018-337 2018-339	Stratton Brothers, Inc. Asphalt Patching-Terrace & Poplar Parking Lot Paving	09/12/2019	775.00
				6,718.75
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Total for Check Number 49201:				7,493.75
49202	TECHUNL 336504	Technology Unlimited, Inc License fee for AQ2 Remit Software	09/12/2019	450.00
				<hr/>
Total for Check Number 49202:				450.00
49203	TRUE NOR A03001	True North Equipment, Inc. Transporter Wheels	09/12/2019	2,439.83
				<hr/>
Total for Check Number 49203:				2,439.83
49204	TXSYS	TX SYSTEMS INC	09/12/2019	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	26174	Digital Persona Domain Login and Password Ma		1,200.00
			Total for Check Number 49204:	1,200.00
49205	UBWA	Umpqua Basin Water Association	09/12/2019	
	Aug 2019	Water - 411 Long Meadows Ln		20.05
	Aug 2019	Water - 310 Bourbon St		20.00
	Aug 2019	Water - 606 Long Meadows Ln		20.00
			Total for Check Number 49205:	60.05
49206	UMP-SAND	Umpqua Sand & Gravel	09/12/2019	
	68921	CLSM Misc 1000 PSI-Watson Project		605.00
	68989	USG Stockpile & excavated material-Watson Pr		273.88
			Total for Check Number 49206:	878.88
49207	UNITED	UNITED RENTALS (NORTH AMERICA)	09/12/2019	
	172168690-001	Generator rental for WWTP		10,287.62
			Total for Check Number 49207:	10,287.62
			Total for 9/12/2019:	222,734.67
			Report Total (35 checks):	222,734.67