



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

REGULAR MONTHLY BOARD MEETING
October 14, 2020

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

**October 14th, 2020
RUSA Board Room
4:00 p.m.**

NOTICE

The October 14th Board meeting will be held at RUSA's Administrative office. The Board Meeting will also be broadcast by Zoom® Meeting. The link to the meeting will be posted on Roseburg Urban Sanitary Authority's web site, rusa-or.org

AGENDA REGULAR MONTHLY BOARD MEETING

Board of Directors

John Dunn, Chair
David Campos

Kelsey Wood

Rob Lieberman, Vice Chair
Jerry Griese

- 1. Call to Order – John Dunn, Board Chair**
- 2. Roll Call**
- 3. Consider Minutes**
 - a. September 9th, 2020 Board Meeting
- 4. General Managers Report**
 - a. Winchester Pump Station Force Main Replacement
 - b. Hooker Road Rehabilitation Project
 - c. Douglas Avenue Project, City of Roseburg
 - d. Biosolids Building Expansion, Conveyor Installation
 - e. Property Owner Assignment of Agent
 - f. Eligible for Special District's Insurance Discount
- 5. New Development**
- 6. Staff Report**
- 7. Jacobs Plant Operations Report**
- 8. Accounts Payable**
- 9. Other Business**
 - a. Date of November Board Meeting

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 4:00 p.m. on September 9, 2020 at 1297 NE Grandview. The Board Meeting was also broadcast by Zoom® Meeting.

ROLL CALL

Directors

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

Absent:

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

Consideration of the August 12, 2020 Regular Monthly Board Meeting Minutes.

Rob Lieberman moved to approve the minutes for the August 12, 2020 Roseburg Urban Sanitary Authority Regular Monthly Board Meeting.

David Campos seconded the motion.

The motion passed unanimously.

Jacobs Out of Scope Agreement

Jacobs offered an Out of Scope Agreement for the design of an electrical and pneumatic system for the three new conveyors at the Bio-Solids Storage Facility. The agreement is for a not to exceed amount of \$38,000, which is cost plus 15%. The design will add the operation of the three new screw conveyors and the air gates for each conveyor. A new motor control center will be included to operate all the conveyors to expand the system and provide for flexibility in operating the entire conveyor system.

Staff recommended the Board approve the Out of Scope Agreement.

Rob Lieberman made a motion to approve the Jacobs Out of Scope Agreement and for John Dunn sign the Agreement.

Kelsey Wood seconded the motion.
The motion passed with 4 yeas and 1 nay.

General Managers Report

Winchester Pump Station Force Main Replacement Project

We are working with Douglas County to finalize outstanding change orders, final invoice and working to close out the project.

Hooker Road Rehabilitation Project

RUSA is reviewing the contract document general conditions and technical specifications.

Douglas Avenue Project

Civil West is working on the plans and specifications for replacement of the sanitary sewer gravity system in the project. The plans, specifications and construction estimate are scheduled to be completed in November of 2020.

Biosolids Building Expansion, Conveyor Installation

Rogers Engineering is completing the documents for the installation of the new conveyor system for the new expansion of the Biosolids building.

We are working with Jacobs to develop the electrical and pneumatic design to include the three new screw conveyors and increase the operational flexibility of the two existing conveyors.

Emergency Preparedness

RUSA has entered into an Intergovernmental Agreement with the City of Roseburg to utilize the City's fueling station when there is a power outage and commercial options are not available. We have been granted access to the public works shop and been issued cards for the unleaded and diesel fuel tanks.

Jacobs Plant Operations Report

Jade Mecham reported the treatment facility averaged 99% CBOD removal and 97% Total Suspended Solids removal during August. The total Effluent flow was 83.54 million gallons all of which went to the Natural Treatment System.

Accounts Payable

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

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

Vote By Roll Call

Chairman Dunn requested "Roll Call" for the motion to approve the Accounts Payable Report and Addendum:

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

The motion was passed with a 5/0 vote.

Other Business

None.

Respectfully submitted,



Harmony Williams
Office Assistant

GENERAL MANAGERS REPORT

Date: 10/08/20
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

Douglas County has completed the final payment and closeout for the project. RUSA has requested a final invoice to close-out the project with the County.

Hooker Road Rehabilitation Project

The final changes have been submitted to the Engineer for the contract documents general conditions and technical specifications.

Douglas Avenue Project

Civil West is working on the plans and specifications for replacement of the sanitary sewer gravity system in the project. The plans, specifications and construction estimate are scheduled to be completed in November of 2020.

Biosolids Building Expansion, Conveyor Installation

The bid documents have been completed. RUSA is soliciting bids from contractors for the installation of the conveyor system.

We are working with Jacobs to develop the electrical and pneumatic design to include the three new screw conveyors and increase the operational flexibility of the two existing conveyors.

Property Owner Assignment of Agent

Staff has produced a Property Owner Assignment of Agent form. RUSA's attorney has reviewed the document and we have included his recommended changes and additions.

The form is a method of documenting the requirements of RUSA's Ordinances and Oregon Statutes when property owners use property management companies to pay the sewer bill(s).

Staff will be working with all of the property management companies that manage properties in RUSA's service area to complete this form.

SDIS Best Practices Program

Staff has implemented the required best practices to be eligible for the full 10% credit on the 2020 general liability, auto liability, and property insurance.



ROSEBURG URBAN SANITARY AUTHORITY

1297 N.E. Grandview * P.O. Box 1185 Roseburg, OR 97470 * 541-672-1551 * 541-672-7548 Fax

PROPERTY OWNER ASSIGNMENT OF AGENT (Licensed Property Management Company)

Property Address: _____

Owner Name: _____

Owner Mailing Address: _____

Owner Phone Number: _____

Owner email Address: _____

Property Management Company: _____

Company Contact: _____

Company Address: _____

Company Phone Number: _____

Company Contact email Address: _____

I, the undersigned owner(s) of the property set forth in this document, hereby appoint the property management company named in this document as my agent to receive any and all documents relating to sewer service to the listed property. This includes but is not limited to delivery of monthly bills, delinquency notices, and lien notices. Delivery of the documents described in the prior sentence shall constitute delivery to an owner as may be required by any ordinance or Oregon statute. The listed property management company may change its mailing address. Delivery to a new mailing address specified by the property management company is considered sufficient delivery to my agent.

I also understand that I am still ultimately responsible for all charges incurred on the above-named property as outlined in the Roseburg Urban Sanitary Authority code and resolutions adopted by the Board. This authority will remain in force until such time as Roseburg Urban Sanitary Authority is notified by the Owner/Agent, in writing, that it is to be revoked.

Property Owner/Legal Representative Signature

Date

ROSEBURG URBAN SANITARY AUTHORITY

NEW DEVELOPMENTS AND PROJECTS

DEVELOPMENTS:

- Harvard West Phase II – short mainline extension to serve a new commercial building - under review- Scheduled to start in October.

PRELIMINARY DESIGN:

- Loma Vista Pump Station Improvement Study
- Tabor – Military Avenue partition
- Kenwood Tabor PUD
- Neighborworks Apartment -preliminary design for a mainline extension
- Rosemary Subdivision

PROJECTS:

- Oak Springs Apartments Beginning on Pomona Street-Sewer is installed. Testing not complete.
- Hanna Heritage Plaza – The sewer mains have been installed Testing Complete.
- Thyme Subdivision – Sewer Mainline almost complete. Waiting Paving for final construction

ROSEBURG URBAN SANITARY AUTHORITY

SEPTEMBER 2020 STAFF REPORTS

COLLECTION DEPARTMENT:

- Completed 29 work orders.
- Completed CCTV and cleaning of 16,351 feet or 3.1 miles of mainline.
- Cleaned 7,621 feet or 1.4 miles of mainline.
- Completed 131 manhole inspections.
- Completed monthly trouble spot inspections.
- Repaired 4 manholes.
- Raised one manhole.
- Completed root treatment of 6957 feet or 1.32 miles of mainline.
- Completed 1 mainline tap.

ENGINEERING DEPARTMENT:

- Completed 208 underground utility locate requests.
- Issued 12 permits and completed 9 inspections.
- Hwy 99 pressure main project is completed, currently the Contractor is working on the punch list items.
- Hanna Heritage Plaza Mostly Complete waiting on easements and access road

FINANCE DEPARTMENT:

- Vacancy Credits: 8 were processed for a total of \$634.34 in September.
- Credit cards/eChecks: 942 payments totaling \$46,962.87 were collected in September. 67 payments were received by voice response system, 2 payment received at the counter and 873 on-line.
- Automatic Payments: 2,073 customer accounts are signed up. Received \$92,196.96 or approximately 16.7% of monthly billing.

SAFETY COMMITTEE:

- Completed the annual review of the PPE Program.
- Conducted monthly staff training on the RUSA Personal Protective Equipment program.



TO: Jim Baird, General Manager-RUSA
FROM: Jade Mecham, Project Manager-Jacobs
DATE: October 7, 2020
SUBJECT: September 2020 Monthly Report

OPERATIONAL ACTIVITIES

- We met all permit parameters this month.
- The treatment facility averaged 99% CBOD removal was 97% 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 September 2020, was 222,000 KWHRS with a total Effluent flow of 82.78 million gallons all of which went to the Natural Treatment System (Outfall 002). The September 2019 electrical consumption was 234,000 with a total Effluent flow of 95.87 million gallons all of which went to the Natural Treatment System (Outfall 002).
- The DEQ requested and we sent a list of all the approved biosolids application sites along with addresses, townships, sections, ranges and tax lot numbers. This was to assist the DEQ person who is working from home and does not have access to the office files.
- The semi-annual metals testing for the influent and effluent were completed and shipped to the lab for analysis.
- We received two odor complaints from the Normandy Street neighborhood during the evenings, there was no measurable wind, those evenings.
- Biosolids nutrient samples were sent out for a redo on analysis.

PRETREATMENT ACTIVITIES

The following pretreatment inspections were completed in September:

- *Jack in the Box*: They have an interceptor followed by a sample box. The sludge judge showed the interceptor to be about 10% full however the sample box had a lot of FOG. We contacted the manager and explained the situation and the manager will have the sample box pumped out at the next pumping of the interceptor.
- *Crossroads on Diamond Lake Blvd*: There interceptor was less than 10% full.
- *AAMco Transmission*: A look into the cleanout coming from this business looked Ok for grease and oil.
- *Java Run*: A look into their cleanout with the push camera showed a small amount of FOG, otherwise Ok.

- *Ashley Manor*: Checked the manhole downstream where their service line comes in and there was very little FOG build-up.

NATURAL TREATMENT SYSTEM (NTS)

- During the smokey conditions, the evapotranspiration rate fell significantly, sending more flow through the SW5 sampling location in combination with low river flow made for keeping the phosphorus number low a challenge.

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

- Replaced the control circuit board for the Lab's BOD incubator.
- Replaced the Maintenance office air conditioning unit with a new one.
- Replaced the batteries for the Blower building generator.
- Replaced the Anammox Waste pump with a new pump.
- Worked on the Pretreatment Odorous Air fan installation.

LABORATORY ACTIVITIES

- We are in our normal summer testing.
- Eureka probes were downloaded, calibrated and deployed at SW1, SW6, and SW5, on September 1st and September 18th. Probes were pulled, downloaded and recalibrated and redeployed on October 2nd.
- On September 21st thru September 23rd, we collected semiannual metals and Cyanide samples
- On September 24th lab water was sampled and sent out to the lab.
- Ran tests on WP307 samples and reported data to ERA on September 17th.

PERSONNEL/COMMUNITY SERVICE ACTIVITIES

- One associate resigned and we are actively looking for candidates to fill the position.
- One associate is out on leave for surgery.

UPCOMING EVENTS

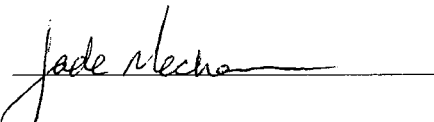
OPERATIONS/NTS:

- The biosolids application on several sites will wrap up this month.
- Field checks and repairs will continue at the NTS for this last month with sampling weekly.

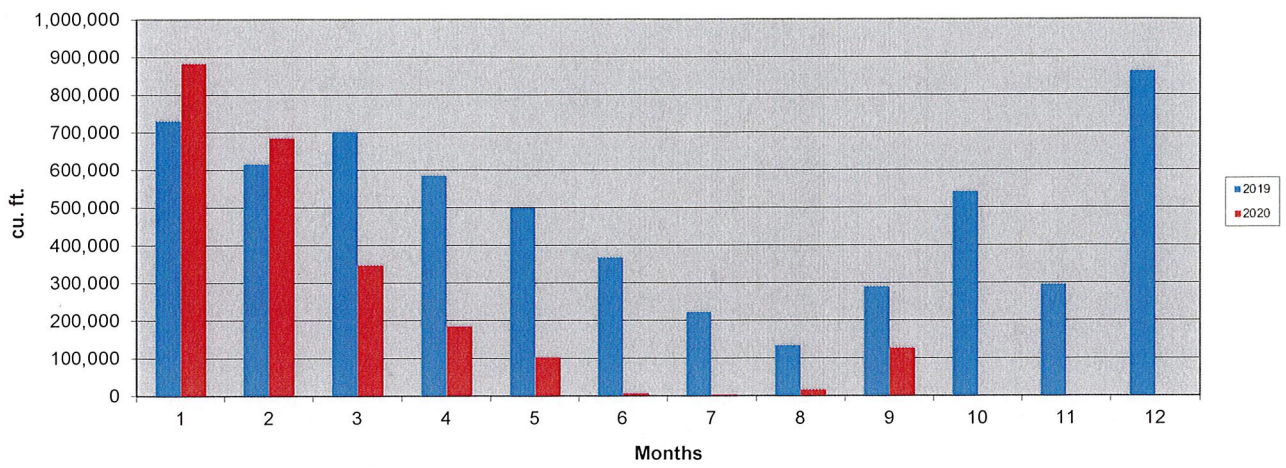
MAINTENANCE:

- Finish on the Pretreatment Ventilation fan install.
- Rebuild Highland Pump #2.
- Install sump pumps in the new vaults at Winchester station.

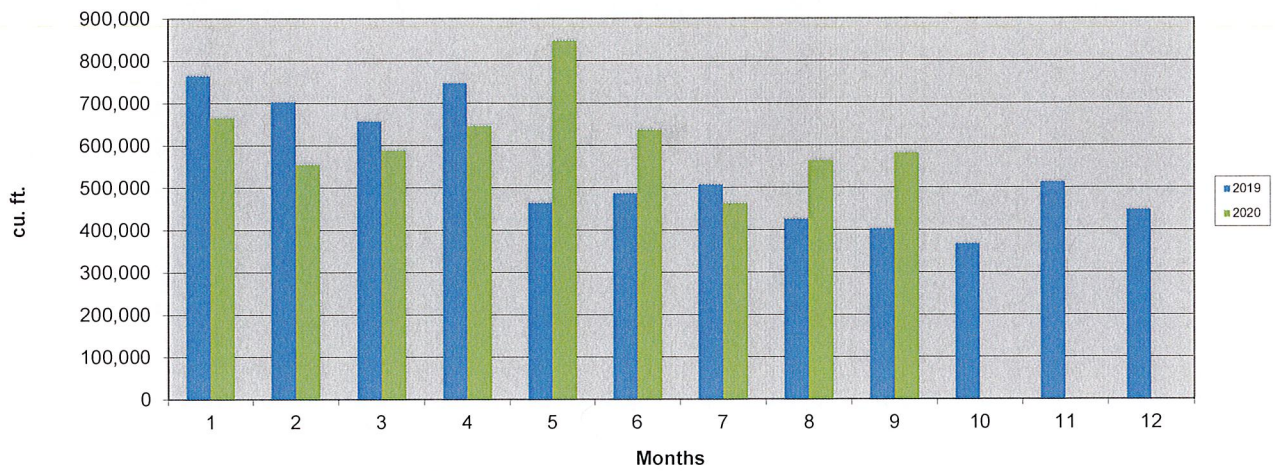
Enclosures: Boiler/Flare Gas Usage graphs
 Influent TSS/CBOD and Effluent Flow Graphs
 12 Month Moving Avg.
 Violation Sum-Limit Report

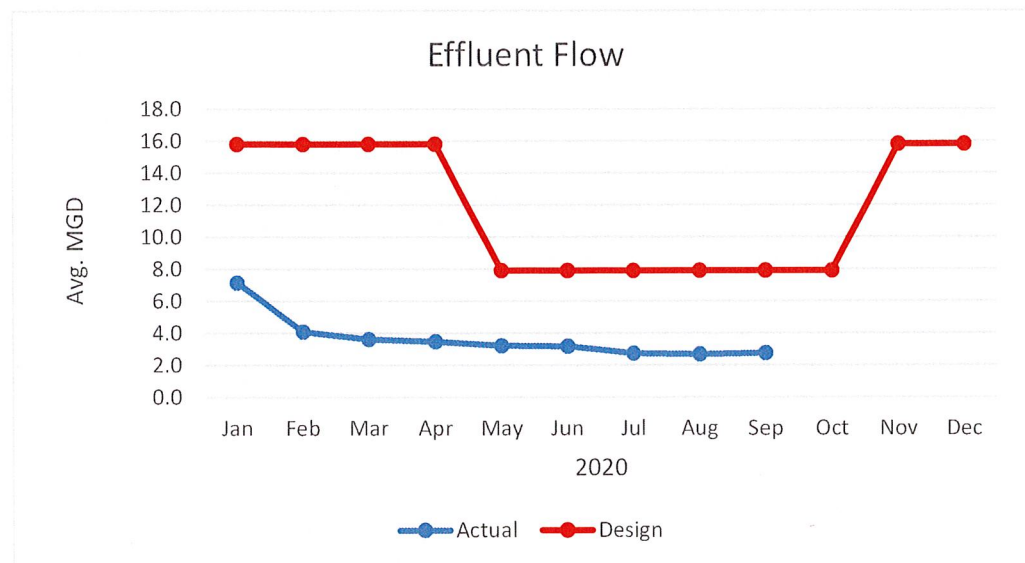
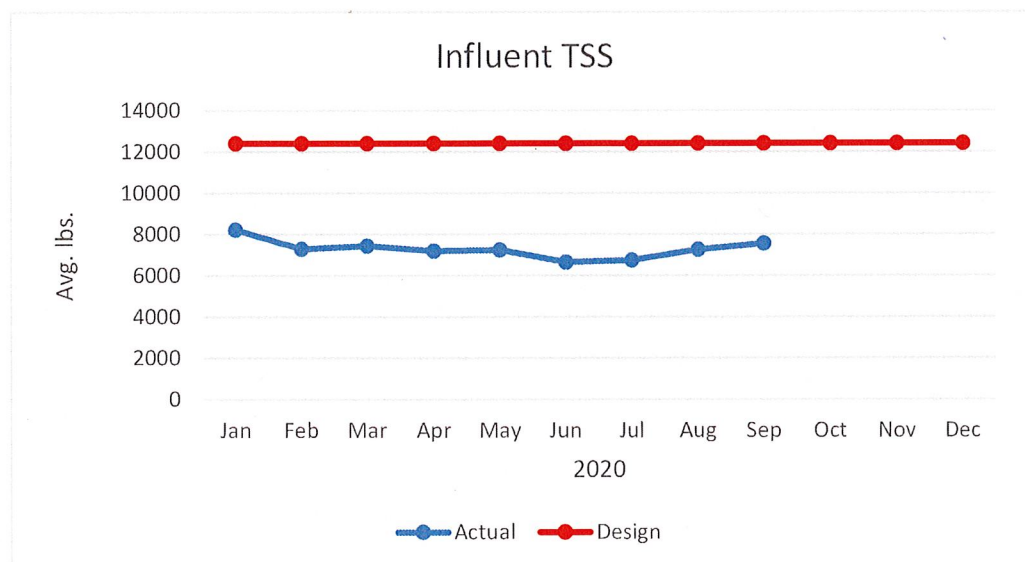
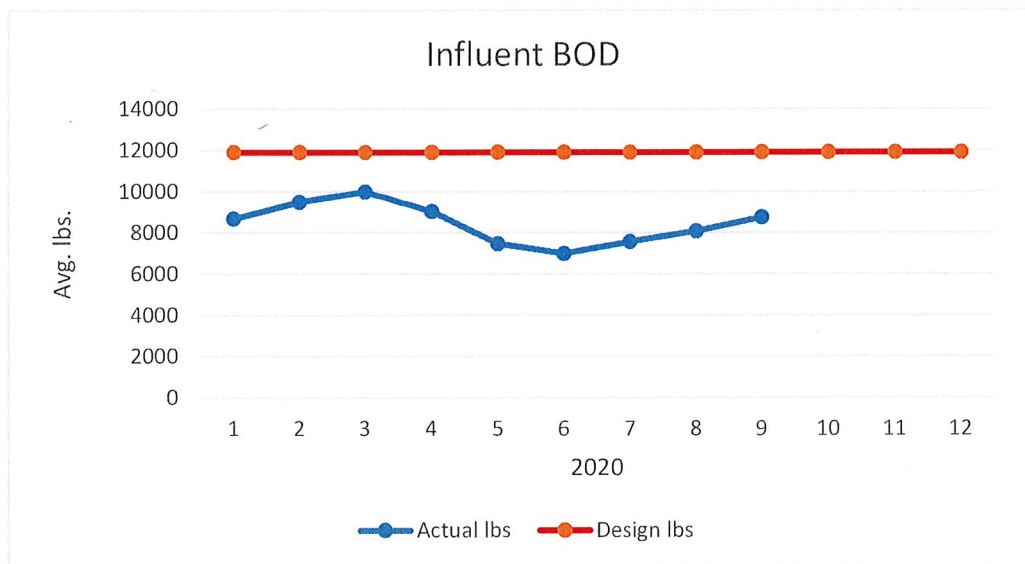

Jade Mecham
Project Manager
Jacobs

BOILER GAS USAGE



FLARE GAS USAGE





12 MONTH MOVING AVERAGES

Month/Year	Plnt Inf Q Average MGD	Plnt Inf Average lbs/day CBOD/BOD	Plnt Inf Average lbs/day TSS
Oct-19	2.83	6455	6594
Nov-19	2.79	10346	9195
Dec-19	4.11	9114	7470
Jan-20	7.16	8698	8222
Feb-20	4.14	9506	7296
Mar-20	3.63	9995	7443
Apr-20	3.51	9051	7202
May-20	3.22	7471	7250
Jun-20	3.19	6995	6651
Jul-20	2.75	7571	6750
Aug-20	2.70	8086	7255
Sep-20	2.77	8760	7557
SUM	42.80	102048	88885
AVE	3.57	8504	7407
MAX	7.16	10346	9195
MIN	2.70	6455	6594

Limit Summary: (** designates values exceeding limit)
No values 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	5.29
Max Weekly Avg (Wed Rule) , 9/27/2020	MG/L	15.00	6.50
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 , 9/27/2020	S.U.	6.30	6.89
Maximum , 9/2/2020	S.U.	8.50	7.24
Plnt Ef - C BOD			
Solids TSS - Total Suspended Solids TSS			
Average	MG/L	10.00	8.50
Max Weekly Avg (Wed Rule) , 9/27/2020	MG/L	15.00	9.50
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	99
Efncy Pr - Plant Efficiency Process			
TSS Removal - % Removal Efficiency			
TSS % Rem	%	<85	97
Plnt Ef - Effluent			
Nh3 N Ammonia - Nitrogen Ammonia Total As N			
Average	MG/L	NA	12
Maximum , 9/2/2020	MG/L	na	22
Plnt Ef - Effluent			
E Coli - E Coli			
Average	MPN	126	3
Maximum , 9/9/2020	MPN	406	10
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 OCTOBER 14, 2020

Cash Disbursements Since the Last Board Meeting

All Funds:

Total of Prepaid Checks & ACH Transactions	95,581.14
Total of Regular Checks & ACH Transactions	<u>240,717.75</u>

Total Expenditures (not including Payroll)	<u><u>336,298.89</u></u>
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Payroll:

Net Payroll - September 2020	64,187.18
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All Checks & ACH Transactions since the Board Meeting of September 9, 2020	<u><u>400,486.07</u></u>
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Accounts Payable

Checks by Date - Detail by Check Date

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Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	ASIFLEX A000325808089BX	ASIFlex FSA Admin Fees	09/10/2020	48.75
Total for this ACH Check for Vendor ASIFLEX:				48.75
Total for 9/10/2020:				48.75
ACH	ASIFLEX SEPT 20 PR	ASIFlex PR Batch 00001.09.2020 Flexible Spending Acco	09/30/2020 PR Batch 00001.09.2020 Flex	1,339.18
Total for this ACH Check for Vendor ASIFLEX:				1,339.18
ACH	DNB SEPT 20 PR SEPT 20 PR SEPT 20 PR SEPT 20 PR SEPT 20 PR	Internal Revenue Service PR Batch 00001.09.2020 FICA - Employer PR Batch 00001.09.2020 Medicare - Employee PR Batch 00001.09.2020 Medicare - Employer PR Batch 00001.09.2020 Federal Income Tax PR Batch 00001.09.2020 FICA - Employee	09/30/2020 PR Batch 00001.09.2020 FIC. PR Batch 00001.09.2020 Med PR Batch 00001.09.2020 Med PR Batch 00001.09.2020 Fed PR Batch 00001.09.2020 FIC.	5,865.86 1,371.84 1,371.84 6,905.62 5,865.86
Total for this ACH Check for Vendor DNB:				21,381.02
ACH	OR-Rev SEPT 20 PR	Oregon Dept. of Revenue PR Batch 00001.09.2020 Oregon W/Held	09/30/2020 PR Batch 00001.09.2020 Ore	5,344.76
Total for this ACH Check for Vendor OR-Rev:				5,344.76
49860	CIS INS SEPT 20 PR SEPT 20 PR SEPT 20 PR SEPT 20 PR SEPT 20 PR SEPT 20 PR SEPT 20 PR SEPT 20 PR SEPT 20 PR SEPT 20 PR	CIS Trust PR Batch 00001.09.2020 Short-Term Disability PR Batch 00001.09.2020 Medical Ins w/RX PR Batch 00001.09.2020 CCIS Insurance Long- PR Batch 00001.09.2020 Life Insurance - er PR Batch 00001.09.2020 Voluntary Life Insuran PR Batch 00001.09.2020 CCIS Insurance AD&I PR Batch 00001.09.2020 Dental & Vision PR Batch 00001.09.2020 Voluntary Dependent L PR Batch 00001.09.2020 Life Insurance - Spous	09/30/2020 PR Batch 00001.09.2020 Sho PR Batch 00001.09.2020 Med PR Batch 00001.09.2020 CCI PR Batch 00001.09.2020 Life PR Batch 00001.09.2020 Vol PR Batch 00001.09.2020 CCI PR Batch 00001.09.2020 Den PR Batch 00001.09.2020 Vol PR Batch 00001.09.2020 Life	124.51 28,955.91 242.31 117.58 339.79 22.65 3,214.20 34.58 176.13
Total for Check Number 49860:				33,227.66
49861	PEBSCO SEPT 20 PR	Nationwide Retirement Solutions PR Batch 00001.09.2020 Nationwide-Deferred C	09/30/2020 PR Batch 00001.09.2020 Nati	5,180.00
Total for Check Number 49861:				5,180.00
49862	CENTURY Sep 2020 Fax/Al Sept 2020 NTS	CenturyLink Analog phone line for fax machine, fire alarm Analog phone line for NTS gate	09/30/2020	125.91 56.11
Total for Check Number 49862:				182.02

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
49863	MISSCOMM 1044711	Mission Communications LLC Manhole Monitor 10/1/20-9/30/21	09/30/2020	227.40
Total for Check Number 49863:				227.40
49864	PETTY 070720 071420 081020 090820 092320	Petty Cash c/o Harmony Williams Costco - Cookies for Board Meeting, Laundry de Douglas County - Copy of easement DMV - License renewal - CDL portion Costco - Cookies for Board Meeting Nova Health - CDL physical	09/30/2020	45.96 4.00 21.00 15.98 110.00
Total for Check Number 49864:				196.94
49865	SHRED-IT 8180485772	Shred-It USA Monthly shredding service	09/30/2020	71.50
Total for Check Number 49865:				71.50
49866	TEKMAN 70505 70505 70505 70505 70505 70505 70505 70505 70505 70505	TEKMANAGEMENT, INC. Encryption of laptops Office 365 Premium-Finance Office 365 Premium-Crew Office 365 Premium-811 user DNS Filter (security) Backup & Recovery Services Server Maint & monitoring O365 Visio Subscription Office 365 Premium-Engineering Security awareness training	09/30/2020	66.00 37.50 87.50 12.50 40.00 565.00 1,412.82 15.00 75.00 25.65
Total for Check Number 49866:				2,336.97
49867	THOMAS Sept 7 2020	Thomas N Thomas Excavation-3035 NE Laurel Spring	09/30/2020	738.00
Total for Check Number 49867:				738.00
49868	USPS Sept 2020	US Postal Service Postage to mail utility bills	09/30/2020	2,483.49
Total for Check Number 49868:				2,483.49
49869	VERIZON 9862835932 9862835940	Verizon Wireless Wireless telephone service Wireless service for CCTV Van	09/30/2020	698.49 39.02
Total for Check Number 49869:				737.51
Total for 9/30/2020:				73,446.45
ACH	ASIFLEX A0003258090996a	ASIFlex Sept 20 FSA Admin Fees	10/10/2020	48.75
Total for this ACH Check for Vendor ASIFLEX:				48.75
Total for 10/10/2020:				48.75
ACH	02669	PERS Deposit	10/12/2020	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
SEPT 20 PR		PR Batch 00001.09.2020 PERS - Not W/Held	PR Batch 00001.09.2020 PER	8,404.24
SEPT 20 PR		PR Batch 00001.09.2020 PERS W/Held	PR Batch 00001.09.2020 PER	4,896.18
SEPT 20 PR		PR Batch 00001.09.2020 PERS Pick-Up	PR Batch 00001.09.2020 PER	799.14
SEPT 20 PR		PR Batch 00001.09.2020 OPSRP-Not W/Held	PR Batch 00001.09.2020 OPS	7,937.66
Sept Rounding		Sept Rounding Adjustment		-0.03
Total for this ACH Check for Vendor 02669:				22,037.19
Total for 10/12/2020:				22,037.19
Report Total (16 checks):				95,581.14

Accounts Payable

Checks by Date - Detail by Check Date

User: christine
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Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	STAPLES 2622269611 2625284601 2627951141	Staples Credit Plan Office/Kitchen supplies All-in-One Printer for Angie's desk Toner - Jim's desk printer	10/14/2020	87.00 373.71 84.00
Total for this ACH Check for Vendor STAPLES:				544.71
49870	APEX 340796 341073	Apex/Ace Home Center Parts for tank Parts for Fairhill repair	10/14/2020	6.49 120.76
Total for Check Number 49870:				127.25
49871	WP Sept 2020	Avista Utilities Sept Natural gas usage-Admin bldg	10/14/2020	28.20
Total for Check Number 49871:				28.20
49872	BANNERMC CM 091520 DF 090420 DF 090720 DF 091020 DF 091620 DF 092020 JB 083120 JB 090120 JB 092120 KB 090120 KV 092120 RK 090120 RK 091220 SL 083120a SL 083120b SL 091420	BANNER BANK 3 deck air purifiers Digital Persona Sub- fingerprint authentication/p Network Solutions-1 yr domain rusa-or.info (Luc Network Solutions-Part renewal of rusa-or.info Network Solutions-email acct for administering i Zoom.us-Electronic mtg software for Board mtg: Oregon Tool-Blue marking paint DCBS-OIT Test Registration John B Harbor Freight-Socket set Staples-TV Van supplies Ereplacementparts.com-Throttle cabbly assembl PLSO-Renew membership-Ryon K Amazon-Air filters Elegantcase-Phone cases Elegantcase-Phone cases Trans fee Home Depot-Weather striping for office door	10/14/2020	179.97 1,200.00 49.98 15.99 11.39 54.99 4.95 125.00 38.99 17.74 43.43 239.00 42.80 38.89 0.35 10.28
Total for Check Number 49872:				2,073.75
49873	BHEC CL92674 CL93027	Bassett-Hyland Energy Company Fuel Usage 9/1/20-9/15/20 Fuel Usage 9/16/20-9/30/20	10/14/2020	422.51 579.50
Total for Check Number 49873:				1,002.01
49874	BIOMED 78171	bio-MED Testing Services Inc 1 DOT Drug screening & 1 breath alcohol test	10/14/2020	90.00
Total for Check Number 49874:				90.00
49875	OMI 351289-035	CH2MHill OMI Professional Services per agreement	10/14/2020	126,710.64

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 49875:	126,710.64
49876	Chytka 135929	Chytka Pest Control LLC Pest Control for October	10/14/2020	40.00
			Total for Check Number 49876:	40.00
49877	WATER INV11709 Sept 2020	City of Roseburg Bulk water usage-September 20 Water at Admin bldg	10/14/2020	117.25 236.12
			Total for Check Number 49877:	353.37
49878	Cowboy 3093	Cowboy Tree LLC Tree pruning at Admin office	10/14/2020	1,500.00
			Total for Check Number 49878:	1,500.00
49879	DRAUTO 923259 923743	D & R Auto & Truck Supply Corp DEF Fluid Belts for concrete saw	10/14/2020	29.97 86.34
			Total for Check Number 49879:	116.31
49880	SHAUN 0002-15231	DC Precision Lube & Tune Oil Change for Sign Truck	10/14/2020	38.69
			Total for Check Number 49880:	38.69
49881	DELL 10427491606 10427856222	Dell Marketing LP SQL Server for AQ2 Dell Precision 5820 Workstation-All check scanr	10/14/2020	1,037.10 3,716.91
			Total for Check Number 49881:	4,754.01
49882	DIGDEP 107312	Digital Deployment Streamline yearly fee for website	10/14/2020	3,600.00
			Total for Check Number 49882:	3,600.00
49883	DCPW 569193	Douglas County Solid Waste Trunkline/Syphon cleaning	10/14/2020	269.37
			Total for Check Number 49883:	269.37
49884	DFN Oct 2020 Admin Oct 2020 High Oct 2020 Host Oct 2020 Keady Oct 2020 NBank Oct 2020 NTS Oct 2020 Phones Oct 2020 Wilb1 Oct 2020 Wilb2 Oct 2020 Winch	Douglas Fast Net Internet Services-Admin Internet Services-Highland PS Admin Hosting Internet Services-Keady Ct Internet Services-No. Bank PS Internet Services-NTS Phones/Security Cams Internet Services-Wilbur 1 PS Internet Services-Wilbur 2 PS Internet Services-Winchester P	10/14/2020 Service: 14806 Service: 105797 Service: 106289 Service: 105793 Service: 23920 Service: 141784 Service: 105796 Service: 105794 Service: 105795	213.49 74.91 10.28 74.91 71.91 56.36 98.01 74.91 71.91 74.91
			Total for Check Number 49884:	821.60
49885	EARTH 477217	EARTH20 Water supplies	10/14/2020	54.49

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 49885:	54.49
49886	Emerald 20180704	Emerald Lawns Replace Drip System	10/14/2020	1,300.00
			Total for Check Number 49886:	1,300.00
49887	FASTENAL ORROS213340	Fastenal Company Lock out tag out supplies	10/14/2020	152.52
			Total for Check Number 49887:	152.52
49888	FLURY E6984 E6991 E7025 E7362	Flury Supply Company Parts for fill hose connector valve Parts for water tank Parts for Aqua Tech B6 Rope	10/14/2020	103.65 45.63 50.75 172.20
			Total for Check Number 49888:	372.23
49889	GEC AIE13248	Attn: Cashier Government Ethics Commis: Government Ethics Annual billing FYE21	10/14/2020	658.64
			Total for Check Number 49889:	658.64
49890	GRAPHDIM 2922	Graphic Dimensions, Inc. Cut October UB Bills	10/14/2020	37.50
			Total for Check Number 49890:	37.50
49891	Kelley IN732856	Kelley Connect Maintenance agreement for samsung printer	10/14/2020	238.75
			Total for Check Number 49891:	238.75
49892	LTM 575419	Knife River Materials Crushed rock for Fulton & Deer Creek repairs	10/14/2020	234.91
			Total for Check Number 49892:	234.91
49893	LYOUNG 76600100772 76600106287 76600106316	Lauren Young Tire Tire recap credit Flat repair for 5 yd dump truck Tires for Flatbed trailer	10/14/2020	-120.00 37.00 1,511.84
			Total for Check Number 49893:	1,428.84
49894	LOWES 902648	Lowes Mixing tray for mortar	10/14/2020	26.54
			Total for Check Number 49894:	26.54
49895	MSTRCR 2160-J	MasterCare Cleaning Co Inc Janitorial Services-September	10/14/2020	390.00
			Total for Check Number 49895:	390.00
49896	NEXNET 12076	Nexcom, LLC Digital Phone Service-October	10/14/2020	332.80
			Total for Check Number 49896:	332.80

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
49897	OR-LIN 544019	Oregon Linen, Inc. Laundry Services	10/14/2020	37.08
Total for Check Number 49897:				37.08
49898	ORTRACT 00063656	Oregon Tractor & Equipment Co Inc Excavator rental for Diamond Lake Blvd Project	10/14/2020	1,147.50
Total for Check Number 49898:				1,147.50
49899	PAC AIR I1663	Pacific Air Comfort, Inc. Adjust economizer due to air quality	10/14/2020	90.00
Total for Check Number 49899:				90.00
49900	PPL	Pacific Power	10/14/2020	
	Sept 2020 411LM	Usage-411 LM-Storage Bldg		28.89
	Sept 2020 425LM	Power Usage-425 Long Meadow		10.52
	Sept 2020 Admin	Power Usage-Admin Bldg		556.42
	Sept 2020 Brbn	Power Usage-Boubon St		56.38
	Sept 2020 BrbnC	Power Usage-Boubon St Contract		69.71
	Sept 2020 Gate	Power Usage-140 LM-NTS Gate		20.43
	Sept 2020 High	Power Usage-Highland PS		782.18
	Sept 2020 Keady	Contract Min&Usage-Keady Ct PS		54.25
	Sept 2020 LV	Power Usage-Loma Vista PS		135.85
	Sept 2020 NBank	Power Usage-North Bank PS		115.43
	Sept 2020 NTS	Contract/Power Usage-NTS PS		12,031.66
	Sept 2020 SBank	Power Usage-South Bank PS		1,584.85
	Sept 2020 Wilb1	Power Usage-Wilbur 1 PS		109.94
	Sept 2020 Wilb2	Power Usage-Wilbur 2 PS		93.99
	Sept 2020 WWTP	Power Usage-WWTP 1		18,287.06
	Sept 2020 WWTP2	Power Usage-WWTP 2		28.22
Total for Check Number 49900:				33,965.78
49901	Premium 23469	Premium Landscape, Inc. Monthly landscape maintenance	10/14/2020	180.25
Total for Check Number 49901:				180.25
49902	CHAMBER 6008619	Roseburg Area Chamber of Commerce Annual Membership Dues	10/14/2020	305.00
Total for Check Number 49902:				305.00
49903	RSBG-DIS 1149567	Roseburg Disposal Company Monthly garbage services	10/14/2020	56.50
Total for Check Number 49903:				56.50
49904	SERV-CTR 51468	The Service Center Repair/adjust conf rm door lock	10/14/2020	60.00
Total for Check Number 49904:				60.00
49905	Stratton 2020-208	Stratton Brothers, Inc. Winchester Lift Station Improvement, add on Ca	10/14/2020	47,900.00
Total for Check Number 49905:				47,900.00
49906	UBWA Sept 2020 411LM	Umpqua Basin Water Association Water - 411 Long Meadows Ln	10/14/2020	20.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	Sept 2020 606LM	Water - 606 Long Meadows Ln		20.00
	Sept 2020 Brbn	Water - 310 Bourbon St		20.00
				<hr/>
Total for Check Number 49906:				60.00
49907	UMPQUARF	Umpqua Quarries, LLC	10/14/2020	
	39728	Rock for Deer Creek project		67.07
	39762	Rock for Deer Creek project		296.92
				<hr/>
Total for Check Number 49907:				363.99
49908	UMP-SAND	Umpqua Sand & Gravel	10/14/2020	
	79308	Dispose of old concrete		5.00
	79690	Topsoil for Winchester Project		72.52
	79792	Concrete for Deer Creek project		417.00
	79918	Concrete for Fulton repair		160.00
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Total for Check Number 49908:				654.52
49909	UNDER	Underground Technologies LLC	10/14/2020	
	1096	Manhole Rehab		6,600.00
				<hr/>
Total for Check Number 49909:				6,600.00
49910	WHITNEY	Whitney Equipment Company, Inc.	10/14/2020	
	91038	Start-up & training for new pump, remainder of l		2,000.00
				<hr/>
Total for Check Number 49910:				2,000.00
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Total for 10/14/2020:				240,717.75
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Report Total (42 checks):				240,717.75
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