



**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 July 14, 2021, 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 and David Campos  
**Absent:** Kelsey Wood

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**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.

**Swearing in Elected Board Members**

Newly reelected Board Members, John Dunn (Position 1), Rob Lieberman (Position 2) and David Campos (Position 5) were sworn in to their new 4-year terms.

**Consideration of the June 9, 2021, Regular Monthly Board Meeting Minutes.**

David Campos moved to approve the minutes for the June 9, 2021, Roseburg Urban Sanitary Authority Regular Monthly Board Meeting.  
The motion passed unanimously.

**Disposition of Property Vacated by the City of Roseburg**

The City of Roseburg at their June 28<sup>th</sup>, 2021, regular meeting made a motion to vacate a portion of Crescent Street and place a value of \$0.00 dollars on the property. This action signified the first reading of the vacation which followed by the second reading at the regular City Council Meeting, July 12<sup>th</sup>, 2021.

The RUSA Staff and Board determined that the approximately twenty-five' wide strip of land encompassing 6,199 Sq. Ft. is not needed for public use. For the following reasons, the Board further determines it is in the public interest to sell that property to 761 NE Garden Valley LLC, owned by Jay Mason (the property referred to as the Terrafirma facility location).

The owner of Terrafirma Foundation Systems, Ryan Beckley, is committed to purchasing the property from 761 NE Garden Valley LLC and wishes to expand his business facilities to house

his growing business. Mr. Beckley will need all the vacated right of way to provide for parking and vehicular maneuvering area for the expansion of the office, shop, and storage buildings. Mr. Beckley has expressed his wish to centralize his business operations in Roseburg. To accomplish this, he will need additional office space, a larger shop, and a storage facility to provide space for his current employees, and the future employees they are planning to hire.

Conveying the property to Mr. Mason will place all the right of way vacated on the tax rolls, support an existing Roseburg business to remain in Roseburg, provide for the growth of employment opportunities and potentially generate additional revenue in the way of system development charges and monthly sewer service fees to RUSA.

The vacated property has little or no value as a separate lot and does not add value to the current RUSA property.

Staff recommended RUSA sell 6,199 Sq. Ft. of property recently vacated by the City of Roseburg to 761 NE Garden Valley LLC. for \$1,000.00, with an agreement by 761 NE Garden Valley LLC to pay all costs associated with the conveyance including but not limited to costs for a boundary line adjustment, surveying fees and recording fees.

David Campos made a motion to approve the sale of 6,199 Sq. Ft. of property recently vacated by the City of Roseburg to 761 NE Garden Valley LLC for \$1,000.00.

Jerry Griese seconded the motion.

The motion passed unanimously.

#### Vote By Roll Call

Chairman Dunn requested "Roll Call" for the motion to approve the sale of 6,199 Sq. Ft. of property recently vacated by the City of Roseburg to 761 NE Garden Valley LLC for \$1,000:

John Dunn            Yes

Rob Lieberman      Yes

Jerry Griese         Yes

Kelsey Wood

David Campos       Yes

The motion was passed with a 4/0 vote.

#### **Annual Turnovers to Douglas County Assessor**

Staff reported 264 total turnovers to the Douglas County Tax Assessor for the FYE 2021. This number was down from a total of 320 in 2019. RUSA did not turnover past due accounts in 2020 due to the economic impact of Covid-19.

#### **Jacobs Out of Scope/Additional Services for Support Relating to Monitoring and Reporting**

Staff reported that Jacobs provided an Out-of-Scope Agreement to provide the water quality monitoring report, annual performance report and Natural Treatment Farm Operations Plan.

The not to exceed amount of the Out-of-Scope agreement last year was \$69,000. Jacobs proposed the same not to exceed amount of \$69,000 for the new agreement.

Staff recommended that the Board approve the Out of Scope/Additional Services for Support Related to Monitoring and Reporting agreement in the amount of \$69,000.

Rob Lieberman moved to approve the Out of Scope/Additional Services for Support Related to Monitoring and Reporting Agreement with Jacobs in the amount to \$69,000.

David Campos seconded the motion.

The motion passed unanimously.

### Vote By Roll Call

Chairman Dunn requested "Roll Call" for the Out of Scope/Additional Services for Support Related to Monitoring and Reporting agreement in the amount of \$69,000:

John Dunn            Yes

Rob Lieberman      Yes

Jerry Griese        Yes

Kelsey Wood

David Campos      Yes

The motion was passed with a 4/0 vote.

### General Managers Report

#### Hooker Road Rehabilitation Project

The contractor mobilized on the site and began work June 21<sup>st</sup>. The contractor installed approximately 150' of main line, 2 manholes and 73' of 4" laterals.

Cradar has submitted pay request #1 in the total amount of \$105,409.50 with \$5,270.47 withheld in retainage for a payment #1 in the amount of \$100,139.03.

Rob Lee, the Engineer of Record, has reviewed the data comprising the Application for Payment and recommends paying Pay Estimate #1 as submitted.

Staff reviewed Pay Estimate #1, agreed with the Engineer and recommended that the Board approve payment of Pay Estimate #1 in the amount of \$100,139.03.

Rob Lieberman moved to approve Pay Estimate #1 in the amount of \$100,139.03.

David Campos seconded the motion.

The motion passed unanimously.

#### Douglas Avenue Project

Century West Engineering has completed the 100% plans and specifications for the project.

The City and RUSA have submitted the Douglas Avenue project as part of a list of projects for consideration in the American Rescue Plan Act for funding. The project currently has not been scheduled for bidding and subsequent construction at this time.

### Jacobs Plant Operations Report

Jade Mecham reported the treatment facility averaged 97% CBOD removal and 96% Total Suspended Solids removal during June. The total Effluent flow was 90.25 million gallons all of which went to the NTS at Outfall 002.

## **Accounts Payable**

The Board reviewed the Accounts Payable Report and Addendum for the July 2021 Accounts Payable.

Rob Lieberman moved to approve the Accounts Payable Report and Addendum as presented.  
David Campos seconded the motion.  
The motion passed unanimously.

## **Other Business**

Due to the economic impact of Covid-19 on the community, RUSA had been waiving late fees. At this time Staff recommended the Board consider resuming late fees for past due accounts.

David Campos made a motion to resume late fees for past due accounts.  
Rob Lieberman seconded the motion.  
The motion passed unanimously.

Respectfully submitted,



Harmony Williams  
Office Assistant