



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

**REGULAR MONTHLY BOARD MEETING**  
**March 11, 2020**

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

**March 11<sup>th</sup>, 2020  
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. February 12<sup>th</sup>, 2020 Board Meeting
- 4. Resolution 20-02**
  - a. A resolution making budgetary transfer
- 5. General Managers Report**
  - a. Winchester Pump Station Force Main Replacement
  - b. FEMA Application for damage claimed disaster relief
  - c. Biosolids Building expansion project
  - d. Hooker Road Rehabilitation Project
- 6. Staff Professional Development**
- 7. New Developments**
- 8. Staff Report**
- 9. Jacobs (ch2m) Plant Operations Report**
- 10. Accounts Payable**
- 11. 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 4:00 p.m. on February 12, 2020 at 1297 N.E. Grandview Drive.

**ROLL CALL**

**Directors**

**Present:** Board Chair John Dunn, Vice Chair Rob Lieberman, Jerry Giese 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.

**Consideration of the minutes of the Regular Monthly Board Meeting of Wednesday, January 8, 2020.**

Jerry Giese moved to approve the minutes for the Wednesday, January 8, 2020 Roseburg Urban Sanitary Authority Regular Monthly Meeting.  
Rob Lieberman seconded the motion.  
The motion passed unanimously.

**2020 – 2021 Budget**

Staff completed the draft budget process calendar. Staff recommended the Board approved the draft budget process calendar.  
Staff recommended Jim Baird be appointed as Budget Officer.  
John Dunn moved to appoint Jim Baird Budget Officer for the 2020-2021 Budget preparation.  
Rob Lieberman Seconded the motion.  
The motion passed Unanimously

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

Staff has worked with Jade Mecham, of Jacobs, to develop the scope for the WWTP SCADA upgrade. The agreement provides for software installation, formatting and installation of new computer hardware. The agreement calls for compensation for services performed not to exceed

twenty thousand dollars. Staff recommended the Board approve entering into the out of scope/additional services agreement.

Rob Lieberman made a motion to approve the out of scope/additional services agreement.

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 completed approximately 75% of the sanitary sewer work. The project completion is estimated to be in February 2020.

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

Staff has completed the payment request 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 and one is pending quotations from contractors.

### **Bio Solids Building Expansion Project**

The contractor completed the project. The Engineer and Staff have submitted a short punch list of items to be corrected.

The General Contractor, Zerbach Construction, has submitted pay request No. 3 in the amount of \$53,851.41 with 5% retainage withheld for \$2,692.56. The total request for this pay request No. 3 is \$51,158.85

The project Engineer and staff have reviewed the documentation and would recommend that the Board approve payment request No. 3 in the amount of \$51,158.85.

David Campos made a motion to approve pay request No. 3 in the amount of \$51,158.85.

Rob Lieberman seconded the motion.

### **Hooker Road Rehabilitation Project**

Rob Lee, representing Murraysmith, has complete the review of the condition of the sanitary sewer mains in the Hooker Road study area. Mr. Lee has recommended the scope of the rehabilitation and replacement for the project. The tentative schedule is to put the project out for bidding in March or April with construction to begin in July.

## **Jacobs Plant Operations Report**

Jade Mecham reported the treatment facility averaged 93% BOD removal and 95% Total Suspended Solids removal during January. The total Effluent flow was 221.87 million gallons.

## **Accounts Payable**

The Board reviewed the Accounts Payable Report and Addendum for the February 12, 2020 Accounts Payable.

Rob Lieberman made a motion to approve the Accounts Payable and Addendum as presented.

David Campos 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 style with a large, stylized 'H' and 'W'.

Harmony Williams  
Office Assistant

## RESOLUTION 20-02

### A RESOLUTION MAKING A BUDGETARY TRANSFER OF APPROPRIATION AUTHORITY FOR THE FISCAL YEAR 2019 – 2020

#### RECITAL:

Oregon Revised Statutes (ORS) 294.463 allows a governing body to authorize a transfer of appropriation authority after a budget has been adopted by passing a resolution or ordinance. Transfers may be made from an operating contingency appropriation to the appropriate category from which it will be expended.

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.

**NOW, THEREFORE, BE IT RESOLVED BY THE ROSEBURG URBAN SANITARY BOARD**, that the following transfer of appropriation authority under the fiscal year 2019-2020 Roseburg Urban Sanitary Authority Budget is hereby made, to wit:

<b><u>GENERAL FUND</u></b>	<b><u>19-20 AMENDED BUDGET</u></b>	<b><u>BUDGET ADJUSTMENT</u></b>	<b><u>19-20 AMENDED BUDGET</u></b>
General Operating Contingency	\$535,806.50	(\$70,000)	\$465,806.50
Treatment	<u>\$2,366,408.00</u>	<u>\$70,000.00</u>	<u>\$2,436,408.00</u>
Requirements	<u><b>\$2,902,214.50</b></u>	<u><b>\$0</b></u>	<u><b>\$2,902,214.50</b></u>

**THIS RESOLUTION IS ADOPTED BY THE ROSEBURG URBAN SANITARY  
AUTHORITY'S BOARD OF DIRECTORS THIS 11th DAY OF MARCH, 2020.**

ATTESTED:

ROSEBURG URBAN SANITARY  
AUTHORITY

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James V. Baird, General Manager

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John Dunn, Board Chair

## GENERAL MANAGERS REPORT

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Date: 3/04/20  
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**

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.

### **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.



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**INTEROFFICE MEMORANDUM**

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**TO:            ROSEBURG URBAN SANITARY AUTHORITY, BOARD**  
**FROM:       JIM BAIRD, GENERAL MANAGER**  
**SUBJECT:   STAFF PROFESSIONAL DEVELOPMENT**  
**DATE:       THURSDAY, MARCH 5, 2020**  
**CC:**

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The following staff attended professional development events:

Special Districts Association of Oregon Annual Conference

David Campos

Jim Baird

Lucity Regional User Group Meeting

John Bastianelli

Oregon Government Finance Officers Association Annual Conference

Christine Morris

*Jim Baird*

General Manager



## **ROSEBURG URBAN SANITARY AUTHORITY**

### **NEW DEVELOPMENTS AND PROJECTS**

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#### **DEVELOPMENTS:**

- Harvard West Phase II – short mainline extension to serve a new commercial building - under review

#### **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
- Thyme Subdivision

#### **PROJECTS:**

- Oak Springs Apartments Beginning on Pomona Street-Sewer is installed. Testing not complete.
- Winchester Pump Station Pressure Line Replacement- Approximately 85 percent of the pipe is now installed. Work continues on project.
- Hanna Heritage Plaza – Two out of three sections of new sewer have been installed.

# ROSEBURG URBAN SANITARY AUTHORITY

## February 2020 STAFF REPORTS

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### COLLECTION DEPARTMENT:

- Completed 45 work orders.
- Completed CCTV and cleaning of 21,622 feet or 4.1 miles of mainline.
- Completed CleverScan inspections of 19 manholes
- Cleaned 39,124 feet or 7.41 miles of mainline.
- Completed 87 manhole inspections.
- Repaired 1 Manhole

### ENGINEERING DEPARTMENT:

- Completed 197 underground utility locate requests.
- Issued 6 permits and completed 4 inspections.
- Hwy 99 pressure main project is underway, currently 85 percent of the project work has been completed. Gravity Sewer at the south end of the project is complete
- Biosolids Building is complete.

### FINANCE DEPARTMENT:

- Vacancy Credits: 7 were processed for a total of \$400.00 in February.
- Credit cards/eChecks: 902 payments totaling \$45,987.35 were collected in February. 75 payments received at the counter, 36 by voice response system, and 791 on-line.
- Automatic Payments: 2,075 customer accounts are signed up. Received \$82,014.26 or approximately 14.9% of monthly billing.

### SAFETY COMMITTEE:

- Completed quarterly safety inspections.
- Conducted staff training on the RUSA Incident Analysis policy.
- Completed annual audiological evaluations.

TO: Jim Baird, General Manager-RUSA  
FROM: Jade Mecham, Project Manager  
DATE: March 4, 2020  
SUBJECT: February 2020 Monthly Report

## OPERATIONAL ACTIVITIES

- We met all permit parameters this month.
- The treatment facility averaged 97% BOD removal and 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 February 2020, was 189,000 KWHRS with a total Effluent flow of 118.87 million gallons all of which went to the South Umpqua River (Outfall 001). The February 2019 electrical consumption was 236,000 with a total Effluent flow of 249.30 million gallons all of which went to Outfall 001 (South Umpqua River).
- The annual Biosolids Report for 2019 was sent out to the DEQ following a review by our compliance team.
- The plant had a short power outage from a broken pole between the plant and the NTS.
- The Oregon Energy Trust toured the plant and came up with a list of possible energy savings to consider and implement.
- The Freightliner biosolids truck went in for the annual DOT inspection.

## PRETREATMENT ACTIVITIES

The following pretreatment inspections were completed in February:

- *Domino's Pizza*: The collections crew had alerted us to a problem of FOG coming out of their service line, we spoke with the manager about the issue. The business has a small inside grease trap.
- *Alexanders Greek Food*: With the push camera, a considerable amount of FOG was noticed. We spoke with the manager about the FOG and they will increase the cleaning of their inside trap.
- *Fox's Den on Garden Valley*: With the push camera in the cleanout, FOG build up was evident. We spoke to the person inside and they will start putting the cooking oil into the trash can.
- *KFC on Garden Valley*: Their interceptor was in Ok condition.
- *Aroy Thai Restaurant*: The discharge downstream was in Ok condition.

## NATURAL TREATMENT SYSTEM (NTS)

- The natural treatment system is shut down for the season.
- The Kubota and Kawasaki UTV's went in for annual service work.
- The county work crew planted willow cuttings in 3L1 and cut down some blackberry briars.
- A tour of the NTS was given to 24 UCC students from a Geology class.
- Modifications were completed on the barn to allow room for the Kubota tractor storage.

## MAINTENANCE ACTIVITIES

### **LIFT STATIONS**

- Total Flow from all Lift Stations for the month – 86 Million Gallons
- Average Daily Flow from all Lift Stations per day - 3.1 Million Gallons

### **MAINTENANCE**

- Replaced the bearing housing for the #1 Boiler Recirculation pump.
- Replaced the fan motor for the HVAC system at the NTS.
- Installed a Priority start unit for the Chevrolet 4X4 truck.
- Had the #1 Boiler tuned up to run more efficiently.
- Replaced all the rusted mounting bolts with SS bolts for the Screw Press.

## LABORATORY ACTIVITIES

- We are in our normal winter testing which requires: BOD's 3 times a week, TSS 3 times a week, pH daily, Chlorine Residual Daily average, Ammonia once a week, E. Coli 3 times a week.
- 101 permit tests were ran during the month.
- On 02/12/20, a lab water sample was collected. Sample was shipped to NRC for testing.

## PERSONNEL/COMMUNITY SERVICE ACTIVITIES

- Chad Snyder left Jacobs to pursue other employment.
- Met with FEMA representatives regarding trees damaged during the storm last year.

## UPCOMING EVENTS

### **OPERATIONS/NTS:**

- The work crew is scheduled for more willow planting and brier cutting this spring.

### **MAINTENANCE:**

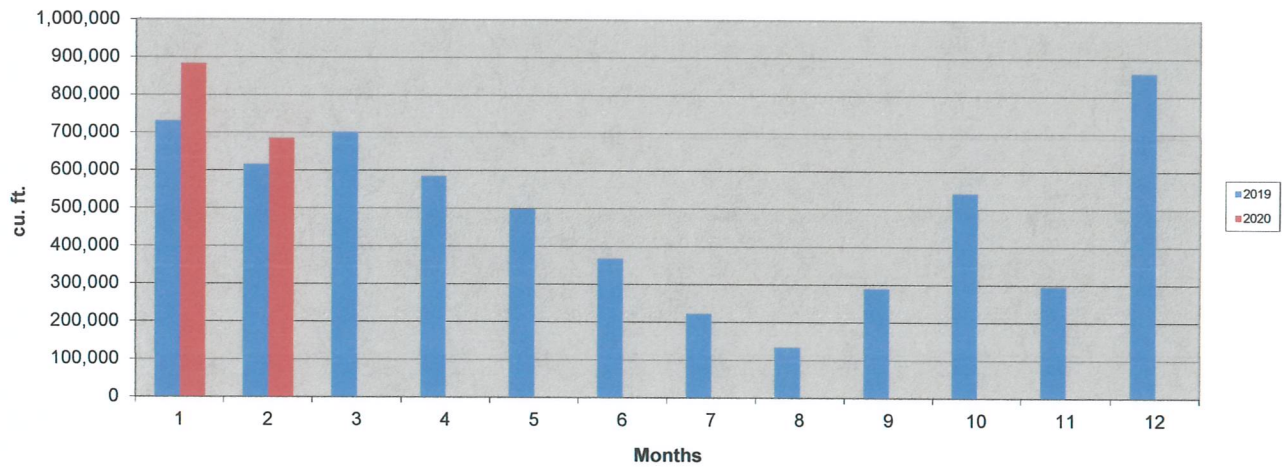
- Work on replacing the HMI for the SCADA system
- Replace the VFDs for both Sludge Transfer pumps.
- Rebuild the check valve for the #1 Winchester station pump.

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

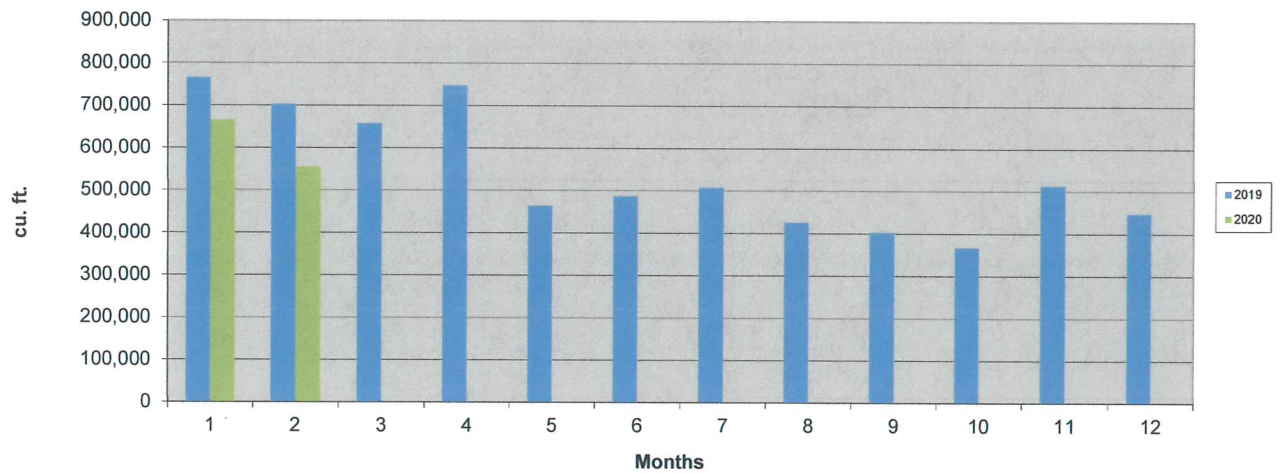
A handwritten signature in cursive script that reads "Jade Mecham / n2". The signature is written in dark ink and is positioned above a horizontal line.

Jade Mecham  
Project Manager  
Jacobs

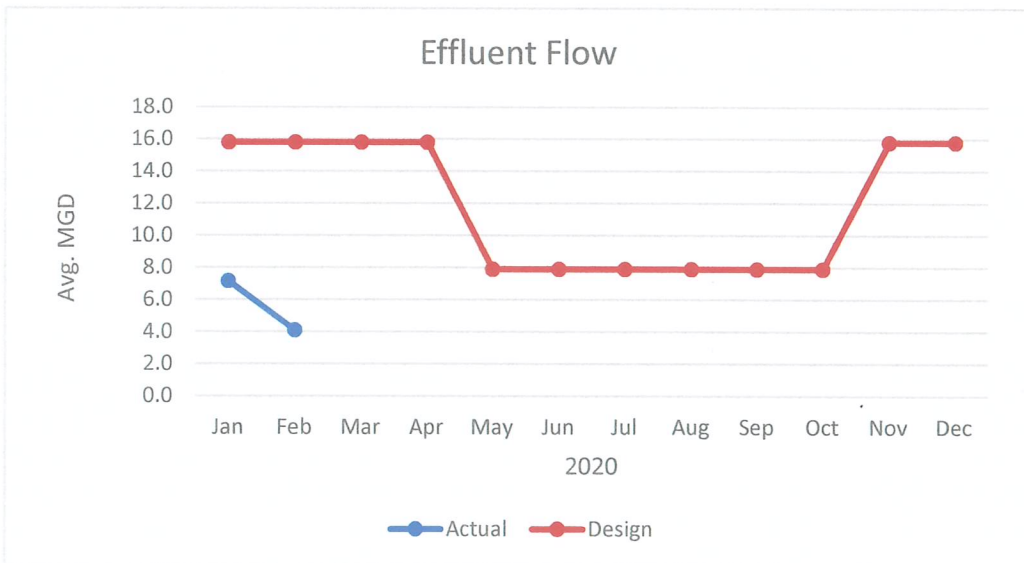
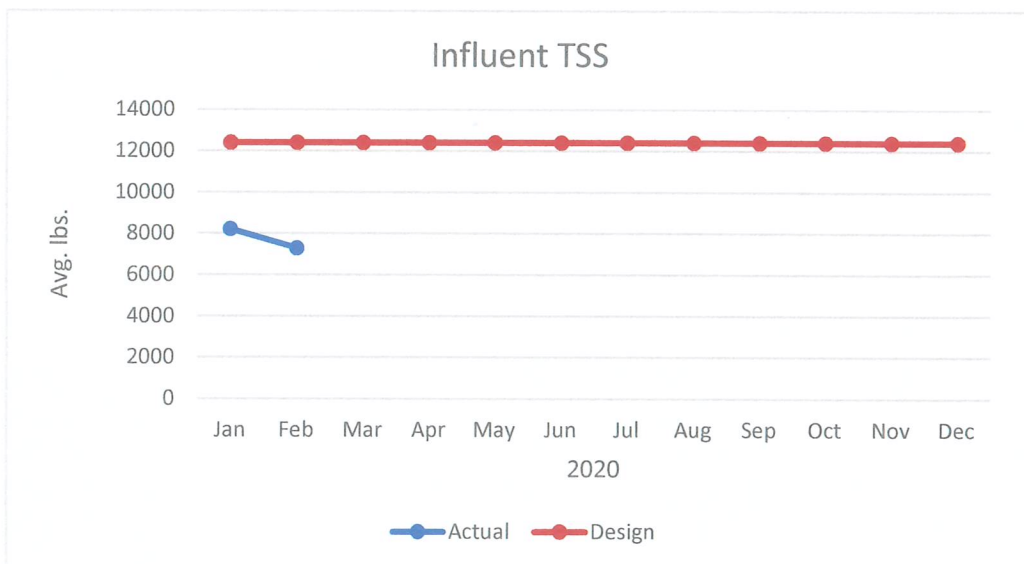
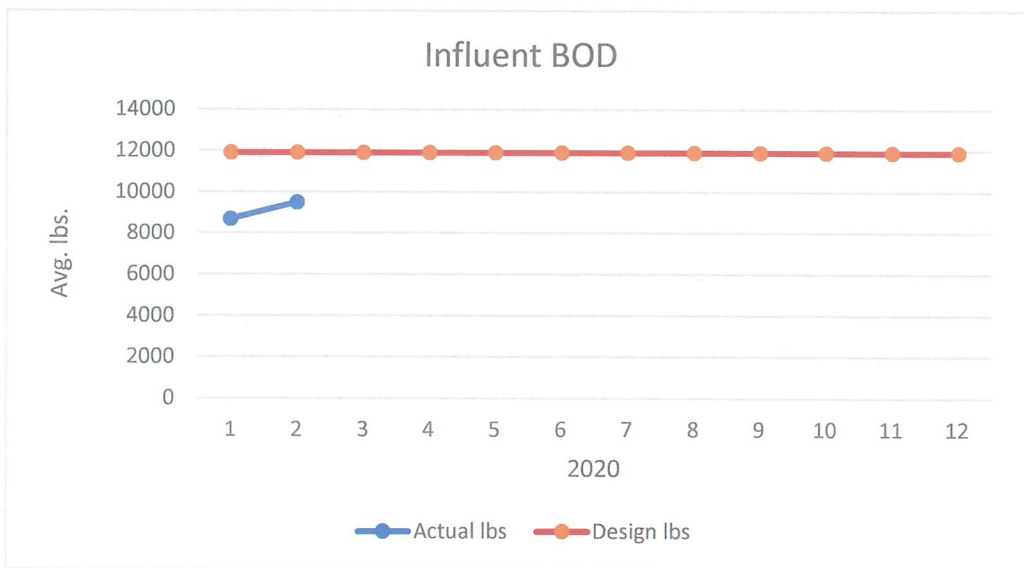
**BOILER GAS USAGE**



**FLARE GAS USAGE**







## 12 MONTH MOVING AVERAGES

Month/Year	Plnt Inf Q Average MGD	Plnt Inf Average lbs/day <b>CBOD/BOD</b>	Plnt Inf Average lbs/day TSS
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
Sep-19	3.20	6804	6772
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
SUM	48.86	98820	89418
AVE	4.07	8235	7452
MAX	7.16	10346	9195
MIN	2.79	6455	6594



Limit Summary: ( \*\* designates values exceeding limit )  
No values exceeding limit.

Location/Parameter	Units	Limit	Actual
Plnt Ef			
BOD 5 - BOD 5 Day 20 Deg C			
Average	MG/L	30	7.33
Max Weekly Avg (Wed Rule) , Beginning: 2/2/2020	MG/L	45	10
Average Loading	lb/day	3800	243
Max Weekly Avg (Wed Rule) Loading, Beginning: 2/2/2020	lb/day	5600.00	356
Plnt Ef			
pH Lab - pH Lab Standard Units			
Minimum , 2/17/2020	S.U.	6.10	6.86
Maximum , 2/13/2020	S.U.	8.50	7.24
Plnt Ef			
Solids TSS - Total Suspended Solids TSS			
Average	MG/L	30.00	6.25
Plnt Ef			
Solids TSS - Total Suspended Solids TSS			
Max Weekly Avg (Wed Rule) , Beginning: 2/2/2020	MG/L	45.00	10.33
Plnt Ef			
Solids TSS - Total Suspended Solids TSS			
Average Loading	lb/day	3800.00	211.05
Plnt Ef - Effluent			
E Coli - E Coli			
Average	MPN	126.00	3
Max Weekly Avg (Wed Rule) , Beginning: 2/9/2020	MPN	406.00	3
Plnt Ef			
Cl2 Residual - Chlorine Total Residual			
Average	MG/L	.5	0.02
Plant TSS Removal Efficiency			
Avg % Removal (Lower Limit)	%	85.00	97
Plant BOD Removal Efficiency			
Avg % Removal (Lower Limit)	%	85.00	97
South Bank 004			
Flow Mgd - Flow Thru Treatment Plant Mgd			
Maximum	MGD	0.00	
Outfall #3 Flow			
Flow Mgd - Flow Thru Treatment Plant Mgd			
Sum	MGD	0.00	

## **CASH DISBURSEMENT RECAP BOARD MEETING MARCH 11, 2020**

### Cash Disbursements Since the Last Board Meeting

All Funds:

Total of Prepaid Checks & ACH Transactions	72,178.87
Total of Regular Checks & ACH Transactions	<u>172,424.54</u>

Total Expenditures (not including Payroll)	<u>244,603.41</u>
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Payroll:

Net Payroll - February 2020	60,420.86
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All Checks & ACH Transactions since the Board Meeting of February 12, 2020	<u>305,024.27</u>
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# 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	ASIFLEX FEB 2020 PR	ASIFlex PR Batch 00001.02.2020 Flexible Spending Acc	02/28/2020 PR Batch 00001.02.2020 Flex	1,339.18
Total for this ACH Check for Vendor ASIFLEX:				1,339.18
ACH	DNB	Internal Revenue Service	02/28/2020	
	FEB 2020 PR	PR Batch 00001.02.2020 FICA - Employee	PR Batch 00001.02.2020 FIC.	5,534.76
	FEB 2020 PR	PR Batch 00001.02.2020 FICA - Employer	PR Batch 00001.02.2020 FIC.	5,534.76
	FEB 2020 PR	PR Batch 00001.02.2020 Medicare - Employee	PR Batch 00001.02.2020 Med	1,294.43
	FEB 2020 PR	PR Batch 00001.02.2020 Medicare - Employer	PR Batch 00001.02.2020 Med	1,294.43
	FEB 2020 PR	PR Batch 00001.02.2020 Federal Income Tax	PR Batch 00001.02.2020 Fed	6,451.54
Total for this ACH Check for Vendor DNB:				20,109.92
ACH	OR-Rev FEB 2020 PR	Oregon Dept. of Revenue PR Batch 00001.02.2020 Oregon W/Held	02/28/2020 PR Batch 00001.02.2020 Ore	4,952.83
Total for this ACH Check for Vendor OR-Rev:				4,952.83
49491	CIS INS	CIS Trust	02/28/2020	
	FEB 2020 PR	PR Batch 00001.02.2020 CCIS Insurance AD&I	PR Batch 00001.02.2020 CCI	22.37
	FEB 2020 PR	PR Batch 00001.02.2020 Dental & Vision	PR Batch 00001.02.2020 Den	3,315.60
	FEB 2020 PR	PR Batch 00001.02.2020 Voluntary Dependent I	PR Batch 00001.02.2020 Volu	31.92
	FEB 2020 PR	PR Batch 00001.02.2020 Voluntary Life Insuran	PR Batch 00001.02.2020 Volu	339.79
	FEB 2020 PR	PR Batch 00001.02.2020 Life Insurance - er	PR Batch 00001.02.2020 Life	117.00
	FEB 2020 PR	PR Batch 00001.02.2020 Life Insurance - Spous	PR Batch 00001.02.2020 Life	176.13
	FEB 2020 PR	PR Batch 00001.02.2020 CCIS Insurance Long-	PR Batch 00001.02.2020 CCI	234.02
	FEB 2020 PR	PR Batch 00001.02.2020 Medical Ins w/RX	PR Batch 00001.02.2020 Med	29,476.84
	FEB 2020 PR	PR Batch 00001.02.2020 Short-Term Disability	PR Batch 00001.02.2020 Sho	124.51
Total for Check Number 49491:				33,838.18
49492	PEBSCO FEB 2020 PR	Nationwide Retirement Solutions PR Batch 00001.02.2020 Nationwide-Deferred C	02/28/2020 PR Batch 00001.02.2020 Nati	5,105.00
Total for Check Number 49492:				5,105.00
49493	CENTURY FEB 2020 FEB 2020 NTS	CenturyLink Analog phone service for fire alarm & fax machi Phone service at NTS Gate	02/28/2020	119.59 53.05
Total for Check Number 49493:				172.64
49494	MSTRCR 25451-C	MasterCare Cleaning Co Inc Janitorial Services-February	02/28/2020	390.00
Total for Check Number 49494:				390.00
49495	ACWA 8239	Oregon Association of Clean Water Agenci 2020 Membership dues for OR-ACWA	02/28/2020	1,530.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 49495:				1,530.00
49496	PAPEKEN 578021	Pape Kenworth Camel lube, oil & filter service	02/28/2020	296.51
Total for Check Number 49496:				296.51
49497	SHRED-IT 8129214300a 8129214300b 8129214300c	Shred-It USA Shred it Services-January Shred it Services-February Purge 24 Hard drives	02/28/2020	71.50 71.50 378.00
Total for Check Number 49497:				521.00
49498	SDAO CHG-18356	Special Districts Insurance Services Add 2020 Ford Pickup & Hyster-Auto & Prop Ir	02/28/2020	748.00
Total for Check Number 49498:				748.00
49499	USPS FEB 2020	US Postal Service Postage for mailing March 2020 UB Bills	02/28/2020	2,484.06
Total for Check Number 49499:				2,484.06
49500	VERIZON 9848388420 9848388428	Verizon Wireless Monthly Cell phone service Monthly wireless service for CCTV Van	02/28/2020	652.53 39.02
Total for Check Number 49500:				691.55
Total for 2/28/2020:				72,178.87
Report Total (13 checks):				72,178.87

# Accounts Payable

## Checks by Date - Detail by Check Date

User: christine  
Printed: 3/6/2020 11:59 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	PBPP Feb 2020	Pitney Bowes Purchase Power Refill postage machine	03/11/2020	150.00
Total for this ACH Check for Vendor PBPP:				150.00
ACH	STAPLES 2430586901 2443958681 2444045161	Staples Credit Plan Ink cartridges for Christine's printer Drop box envelopes, hand sanitizer Candy	03/11/2020	117.99 129.46 14.33
Total for this ACH Check for Vendor STAPLES:				261.78
49501	WP Feb 2020	Avista Utilities Natural gas service	03/11/2020	188.86
Total for Check Number 49501:				188.86
49502	BANNERMC	BANNER BANK	03/11/2020	
	CM 021020	OMFOA - Spring Conf Registration - Christine		315.00
	DF 020320	Techsmith - Renewal of SnagIt Screen Capture s		42.40
	DF 020520	Network Solutions - Maintenance item for Lucity		11.39
	DF 020820	Dell - Rails for switch		82.73
	DF 021420	Amazon - Replacement HDMI cable for data pro		10.99
	HW 020520a	Umpqua Sweets & Treats - SDAO gift basket		40.00
	HW 020520b	The Kitchen Sink - SDAO gift basket		30.00
	HW 020520c	USPS - Mail FOG info		3.80
	HW 021220	Safeway - Board & Staff Meeting snacks		47.64
	JB 020620	Arbys - Lunch - SDAO Conf - Jim		12.45
	JB 020720a	Fultanos Pizza - Dinner - SDAO Conf - Jim		24.99
	JB 020720b	Doogers Seafood - Dinner - SDAO Conf - Jim		34.50
	JB 020920	Comfort Inn - Lodging - SDAO Conf - Jim		456.84
	JB 021020	Comfort Inn - Lodging - SDAO Conf - David		456.84
	JB 022220	BNP Media - ENR annual subscription		108.00
	JJB 020720	Lowes - Gloves, spray		19.86
	JJB 021120	Buffalo Wild Wings - Dinner - Lucity RUG - Joh		17.49
	JJB 021820	Oregon Tool - D Batteries		19.95
	KB 021020	Entry Step on CCTV		1,200.00
	KB 021820	Pizza Palace - UBOS lunch - KB, MC, RC, LM,		60.19
	KB 022120	NASSCO - PACP, MACP, LACP Recert Course		301.75
	KB 022620	Sportsmans Warehouse - Camp Chef & Dutch O		269.96
	RC 021120	UCC - Certification Review Class - Rick		424.00
	RC 022720	Walmart - Home Show booth accessories		37.85
	RK 020620	Amazon - Air purifier for Ryon's office		155.65
	RK 021720a	Umpqua Valley HBA - Home Show Booth 1		500.00
	RK 021720b	Umpqua Valley HBA - Home Show Booth 2		500.00
	RK 021920	Elmers - Douglas County Safety Assoc Mtg - RK		13.79
	RK 022420	Amazon - Write in the Rain field books		29.68
	RK 022520a	Developing Leader - Leadership Conf - Ryon		675.00
	RK 022520b	Sunriver Resort - Lodging - Leadership Conf - R		823.06
	RK 022720	Handyman Hardware - Air gauge for test equipm		9.99

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	SL 020520	Newegg - 2 replacement monitors for crew comp		425.96
	SL 021320	Quality Logo Products - Swag for Home Show		326.10
			Total for Check Number 49502:	7,487.85
49503	OMI 351289-027	CH2MHill OMI Professional services per contract	03/11/2020	123,850.66
			Total for Check Number 49503:	123,850.66
49504	Chytka 133825	Chytka Pest Control LLC Pest Control-March	03/11/2020	40.00
			Total for Check Number 49504:	40.00
49505	WATER Feb 20 Keady	City of Roseburg Base water fee/storm drain fee-Keady Ct	03/11/2020	50.00
			Total for Check Number 49505:	50.00
49506	DRAUTO 889360 889485 889803 892424 892466	D & R Auto & Truck Supply Corp Fuel treatment DEF fluid Battery for Hydro machine Receiver lock for home show Oil, silicone - B6	03/11/2020	13.49 29.67 49.95 35.49 15.14
			Total for Check Number 49506:	143.74
49507	SHAUN 00002-17818	DC Precision Lube & Tune Oil change - Sign truck	03/11/2020	35.99
			Total for Check Number 49507:	35.99
49508	DiaPower 274957	Diamond Power Equipment, Inc Rope for jumping jack	03/11/2020	2.67
			Total for Check Number 49508:	2.67
49509	DCPW 540770	Douglas County Solid Waste Grit pit disposal	03/11/2020	194.18
			Total for Check Number 49509:	194.18
49510	DFN March 20 Admin March 20 High March 20 Host March 20 Keady March 20 NBank March 20 NTS March 20 Phones March 20 Wilb1 March 20 Wilb2 March 20 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	03/11/2020 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 49510:	821.60
49511	EARTH 105670	EARTH20 Bottled water delivery	03/11/2020	60.24
			Total for Check Number 49511:	60.24

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
49512	GENEQ 72087	General Equipment Company Unloader valve kit	03/11/2020	362.31
Total for Check Number 49512:				362.31
49513	GRAPHDIM 2569	Graphic Dimensions, Inc. Cut utility bills to mailing size	03/11/2020	37.50
Total for Check Number 49513:				37.50
49514	EDURED1 R42604	John Heselius EDU Reduction from 5 to 1 for 3934 NE Dougl	03/11/2020	10.00
Total for Check Number 49514:				10.00
49515	COASTAL A84571	John Deere Financial f.s.b. Jackets for field personnel	03/11/2020	553.84
Total for Check Number 49515:				553.84
49516	Lithia 356167	Lithia Auto Stores Wiring repair - 2014 Service truck	03/11/2020	288.00
Total for Check Number 49516:				288.00
49517	CMM March 2020	Christine Morris OGFOA Conf Seaside-Mileage/Meals Reimburs	03/11/2020	323.96
Total for Check Number 49517:				323.96
49518	NEXNET 10442	Nexcom, LLC Monthly digital telephone service and phones	03/11/2020	332.80
Total for Check Number 49518:				332.80
49519	1CALL 0021052	One Call Concepts, Inc. 194 Locate tickets	03/11/2020	232.80
Total for Check Number 49519:				232.80
49520	OR-LIN 458910 464609	Oregon Linen, Inc. Laundry/mat service Laundry/mat service	03/11/2020	54.20 37.08
Total for Check Number 49520:				91.28
49521	PPL	Pacific Power	03/11/2020	
	March 20 140LM	Power Usage-140 LM-NTS Gate		20.10
	March 20 310	Usage-310 Bourbon St Pump Station		78.93
	March 20 310 B	Contract-310 Bourbon St Pump Station		65.20
	March 20 411LM	Usage-411 LM-Storage Bldg		81.09
	March 20 425LM	Power Usage-425 Long Meadow		10.52
	March 20 Admin	Power Usage-Admin Bldg		519.46
	March 20 High	Power Usage-Highland PS		1,424.40
	March 20 Keady	Contract Min&Usage-Keady Ct PS		66.09
	March 20 LV	Power Usage-Loma Vista PS		134.11
	March 20 NBank	Power Usage-North Bank PS		138.24
	March 20 NTS PS	Contract/Power Usage-NTS PS		1,670.53
	March 20 SBank	Power Usage-South Bank PS		2,104.11
	March 20 Wilb1	Power Usage-Wilbur 1 PS		192.44
	March 20 Wilb2	Power Usage-Wilbur 2 PS		173.96
	March 20 WWTP1	Power Usage-WWTP 1		15,129.67

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	March 20 WWTP2	Power Usage-WWTP 2		28.21
			Total for Check Number 49521:	21,837.06
49522	Premium 22994	Premium Landscape, Inc. Monthly landscape maintenance	03/11/2020	180.25
			Total for Check Number 49522:	180.25
49523	ROCKYS 12481	Rocky's Auto Repair Oil change for CCTV Van	03/11/2020	148.60
			Total for Check Number 49523:	148.60
49524	REFUND 1039 SE Roberts	John Strode Refund credit balance on Acct 77005383 for 103	03/11/2020	50.00
			Total for Check Number 49524:	50.00
49525	UBWA Feb 2020 411 LM Feb 2020 606 LM Feb 2020 Back9	Umpqua Basin Water Association Water - 411 Long Meadows Ln Water - 606 Long Meadows Ln Water - 310 Bourbon St	03/11/2020	20.00 20.00 20.00
			Total for Check Number 49525:	60.00
49526	Zerbach Pay Req #4	Zerbach Construction, Inc. Biosolids Building Addition-Pay out of Retainag	03/11/2020	14,628.57
			Total for Check Number 49526:	14,628.57
			Total for 3/11/2020:	172,424.54
			Report Total (28 checks):	172,424.54