



**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 8, 2020 at 1297 NE Grandview. The Board Meeting was also broadcast by Zoom® Meeting.

**ROLL CALL**

**Directors**

**Present:** Board Chair John Dunn, Jerry Griese and Kelsey Wood

**Absent:** Rob Lieberman and David Campos

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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 June 10, 2020 Regular Monthly Board Meeting Minutes.**

Jerry Griese moved to approve the minutes for the June 10, 2020 Roseburg Urban Sanitary Authority Regular Monthly Board Meeting.

Kelsey Wood seconded the motion.

The motion passed unanimously.

**Resolution No. 20-04**

Staff presented Resolution 20-04 A Resolution Declaring Surplus Property.

Kelsey Wood moved to approve Resolution 20-04.

Jerry Griese seconded the motion.

**Vote By Roll Call**

Chairman Dunn requested "Roll Call" for the motion to approve Resolution 20-04:

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

The motion was passed with a 3/0 vote.

## **General Managers Report**

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

The Contractor completed all the work included in the contract. The contractor is working to complete the punch list items.

### **Hooker Road Rehabilitation Project**

Staff reviewed the 50% plans with the project engineer. Changes and mark-ups have been delivered to the Engineer. Final plans and specifications are scheduled to be completed July 10th. The tentative schedule is to put the project out for bidding in July with construction to begin in August.

### **Douglas Avenue Project**

We received a scope of work and fee proposal from Civil West, the design firm for the road reconstruction project, to include the replacement of the sanitary sewer gravity system in the project. The plans, specifications and constructions estimate are scheduled to be completed in November of 2020.

### **Biosolids Building Expansion, Conveyor Installation**

We are working with Rogers Engineering to develop a bid package for the installation of the new conveyor system for the new expansion of the Biosolids building.

### **Emergency Preparedness**

RUSA has purchased used generators for each of the pump stations in the collection system that previously utilized two portable generators for backup power. We have also purchased a portable fuel trailer with a 483-gallon capacity.

RUSA is working with the City of Roseburg on an Intergovernmental Agreement to utilize the City's fueling station to use when there is a power outage and commercial options are not available.

## **Jacobs Plant Operations Report**

Jade Mecham reported the treatment facility averaged 98% CBOD removal and 95% Total Suspended Solids removal during June. The total Effluent flow was 95.48 million gallons all of which went to the Natural Treatment System.

## **Accounts Payable**

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

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

**Other Business**

None.

Respectfully submitted,

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

Harmony Williams  
Office Assistant