



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

REGULAR MONTHLY BOARD MEETING
May 13, 2020

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

**May 13th ,2020
Virtual Meeting
4:00 p.m.**

NOTICE

Due to Oregon Executive Order No. 20-16, the May 13th Board meeting will be conducted by electronic communication. The Board Meeting will 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. April 8th ,2020 Board Meeting
- 4. 2020-2021 Contract Extension, Jacobs**
- 5. General Managers Report**
 - a. Winchester Pump Station Force Main Replacement
 - b. FEMA Application for damage claimed disaster relief
 - c. Hooker Road Rehabilitation Project
 - d. Douglas Avenue Project, City of Roseburg
 - e. Administrative Building Improvements
- 6. New Developments**
- 7. Staff Report**
- 8. Jacobs (ch2m) Plant Operations Report**
- 9. Accounts Payable**
- 10. 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 April 8, 2020. Due to Oregon Executive Order No. 20-12, the April 8th Board meeting was conducted by electronic communication. The Board Meeting was broadcast by Zoom® Meeting.

ROLL CALL

Directors

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

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, March 11, 2020.

David Campos moved to approve the minutes for the Wednesday, March 11, 2020 Roseburg Urban Sanitary Authority Regular Monthly Meeting.
Kelsey Wood seconded the motion.
The motion passed unanimously.

Vote By Roll Call

Chairman Dunn requested "Roll Call" for the motion to approve the minutes of March 11, 2020:

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

The motion was passed with a 4/0 vote.

2020-2021 Budget

Citycounty Insurance Services announced the Health Care Insurance rates for 2021. The overall rate increase for RUSA's coverage will be 4.9%.

The increase of 4.9% is significantly less than the Board's directive to hold the Health Care Insurance rate increase to 6% or less.

Finance Department

A large sector of the Roseburg area work force is not able to work due to the coronavirus pandemic, many utilities are waiving late fees to accommodate consumers. This has been done to reduce the struggling during the coronavirus pandemic.

Staff recommended that the Board approve waiving the late payment fee of \$5.00 per EDU that was reflected on the April 1 Billing upon request, and suspend late fees in the months moving forward until the Governor lifts the workplace restrictions included in her executive orders.

Kelsey Wood made a motion to waive current late fees upon request and upcoming late fees during the duration of the workplace restrictions by Executive Order.

David Campos seconded the motion.

The motion passes unanimously.

Vote By Roll Call

Chairman Dunn requested "Roll Call" for the motion to waive late fees:

John Dunn Yes

Rob Lieberman Yes

Jerry Griesse

Kelsey Wood Yes

David Campos Yes

The motion was passed with a 4/0 vote.

RUSA has a policy to turn over unpaid sewer service fees that are more than four months delinquent. In the last few years there has been an increase in customers that have brought their account current in April, May and June after being notified that the unpaid balance will be assessed turnover fees and sent to the County to be placed as a tax lien. Many of these customers may be affected by the workplace restrictions due to the coronavirus pandemic.

Staff would recommend that the Board suspend the policy to impose the Tax Lien Turnovers for the 2019-2020 delinquent accounts.

Kelsey Wood made a motion to waive the policy of imposing turnovers for 2019-2020 delinquent accounts.

David Campos seconded the motion.

The motion passes unanimously.

Vote By Roll Call

Chairman Dunn requested "Roll Call" for the motion to waive turnovers:

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

The motion was passed with a 4/0 vote.

General Managers Report

Winchester Pump Station Force Main Replacement Project

The contractor is continuing to install the dual force main.

The Contractor has completed approximately 95% of the sanitary sewer work. The project completion is estimated to be in May 2020.

FEMA Application for Damage Claimed Disaster Relief

RUSA has received payment for Project Worksheet (PW) 00042 and PW 00050 for a total reimbursement of \$32,557.33. We have one PW pending for tree removal at the NTS. The contractor's bid for the work is \$64,500, we will be receiving \$60,864.85 in reimbursement from FEMA.

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.

Jacobs Plant Operations Report

Jade Mecham reported the treatment facility averaged 87% BOD removal and 98% Total Suspended Solids removal during February. The total Effluent flow was 105.44 million gallons.

Accounts Payable

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

Vote By Roll Call

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

John Dunn Yes

Rob Lieberman Yes

Jerry Griese

Kelsey Wood Yes

David Campos Yes

The motion was passed with a 4/0 vote.

Other Business

None.

Respectfully submitted,



Harmony Williams
Office Assistant

GENERAL MANAGERS REPORT

Date: 5/07/20
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 has completed the installation of the new force mains. The contractor has been cleaning and testing the pipe.

The Contractor needs to complete installing a section of gravity sewer, a manhole and make the final connection of the new force mains to the pump stations.

The project completion date is May 31, 2020.

FEMA Application for Damage Claimed Disaster Relief

The Contractor has completed the tree removal at the NTS. We have submitted a pay request to the State. The contractor's bid for the work is \$64,500, we will be receiving \$60,864.85 in reimbursement from FEMA.

Hooker Road Rehabilitation Project

The project is under design with 50% plans scheduled to be completed in May. The tentative schedule is to put the project out for bidding in July with construction to begin in August.

Douglas Avenue Project

The City of Roseburg is in the design phase for the reconstruction of Douglas Avenue from Rifle Range Street to Patterson Street. We have completed a condition assessment of the gravity sewer pipes and manholes within the construction limits and decided to replace the gravity sewer system as part of this project. Century West is the engineering firm working on the project for the City and we have asked them to provide a scope of work and a not to exceed price to include RUSA's work in the design.

The funding for this project has not been identified by the City yet but the 100% design date was moved up to ensure that the City would have a shovel ready project ready if stimulus funding is available due to COVID-19.

Administration Building Improvements

We have hired RENCO General Contractors to add a sidewalk from the side exit of the building to the parking lot to provide a second ADA compliant exit route.

We have received bids to enclose the west porch area and plan on completing the construction in July. This area has become a security issue due to the homeless utilizing the area to sleep and charge their phones.

ROSEBURG URBAN SANITARY AUTHORITY

NEW DEVELOPMENTS AND PROJECTS

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- The last piece of force main is being installed. The gravity near the North bridge remains to be installed. Work is 95 percent complete
- Hanna Heritage Plaza – The sewer mains have been installed and are waiting testing.

ROSEBURG URBAN SANITARY AUTHORITY

April 2020 STAFF REPORTS

COLLECTION DEPARTMENT:

- Completed 58 work orders.
- Completed CCTV and cleaning of 13,995 feet or 2.7 miles of mainline.
- Cleaned 8,186 feet or 1.55 miles of mainline.
- Completed 49 manhole inspections.
- Brushed 83 manholes to improve access.
- Completed monthly trouble spot inspections.
- Completed vector control (74 manholes).

ENGINEERING DEPARTMENT:

- Completed 251 underground utility locate requests.
- Issued 77 permits and completed 3 inspections.
- Hwy 99 pressure main project is underway, currently 95 percent of the project work has been completed. Gravity Sewer at the south end of the project is complete

FINANCE DEPARTMENT:

- Vacancy Credits: 6 were processed for a total of \$475.00 in April.
- Credit cards/eChecks: 945 payments totaling \$48,864.05 were collected in April. 2 payments received at the counter, 78 by voice response system, and 865 on-line.
- Automatic Payments: 2,086 customer accounts are signed up. Received \$82,451.97 or approximately 15.0% 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: May 6, 2020
SUBJECT: April 2020 Monthly Report

OPERATIONAL ACTIVITIES

- We met all permit parameters this month.
- The treatment facility averaged 97% BOD removal and 98% 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 April 2020, was 176,000 KWHRS with a total Effluent flow of 104.85 million gallons all of which went to the South Umpqua River (Outfall 001). The April 2019 electrical consumption was 242,000 with a total Effluent flow of 187.11 million gallons all of which went to Outfall 001 (South Umpqua River).
- Preparations were made at a biosolids site for May application. We repaired the fence and installed the piezometers at the Larson site.
- Semiannual influent and effluent metals testing results were within limits.
- Quarterly biosolids samples were sent to the outside lab for metals and nutrient testing.

PRETREATMENT ACTIVITIES

The following pretreatment inspections were completed in April:

- *Taco Bell*: Tank was full. Called manager and was told they would get paperwork done to do the pumping. We will do a follow-up inspection in May.
- *Rose Haven Nursing Home*: Tank was full. Called Maintenance Manager and he will call a pumper to get unit serviced. We will do a follow-up inspection in May.
- *Abby's Legendary Pizza (Stephens St.)*: Discharge at manhole looked good.
- *Little Caesars Pizza*: Used push camera and found clean-out to be satisfactory.
- *Umpqua Dairy*: Their discharge was within the pH limits and their pH meter tested Ok to a known value. The Dairy is updating their slug control plan in case of an accidental spill.

NATURAL TREATMENT SYSTEM (NTS)

- Preparations are being made to start-up the NTS for summer mode of operation.
- Numerous repairs were completed on HDPE piping that had been cut to allow access for downed tree removal.

MAINTENANCE ACTIVITIES

LIFT STATIONS

- Total Flow from all Lift Stations for the month – 82 Million Gallons
- Average Daily Flow from all Lift Stations per day - 2.9 Million Gallons

MAINTENANCE

- There was 1 call out for an influent pump failure for the month at the plant.
- Replaced the main slide valve for the plant Airdryer.
- Rebuilt both RAS gate gear boxes with new bearings and seals.
- Tightened up the oil tube and resealed the tension bearing for the #3 Biofilter Pump.
- Repaired the discharge solenoid for the plant Airdryer.
- Rebuilt the discharge valve for the #2 Primary Sludge Pumps.
- Replaced the Primary Samplers controller unit.
- Replumbed the Hot water recirculation pump to be able to bleed the air from the pump.
- Replaced the lower bearing unit for the Cyclone Grit Removal Mechanism.
- Repaired the spray bar header for the Irrigation pond.
- Replaced the oil sending unit for the Highland Generator.
- Installed the new #2 Biofilter Pump from a 6 MGD pump to a 9 MGD pump
- Worked 212 hours on preventative maintenance task and 55 hours on corrective maintenance tasks.

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.
- 106 permit tests were ran during the month.
- On 04/15/20, a lab water sample was collected. Sample was shipped to NRC for testing.
- Ran all nutrient curves and Method Detection Limits for summer testing.
- Calibrated Eureka probes and conducted test run to begin summer mode of operation. Downloaded data and recalibrated probes for deployment.

PERSONNEL/COMMUNITY SERVICE ACTIVITIES

- Nothing to report.

UPCOMING EVENTS

OPERATIONS/NTS:

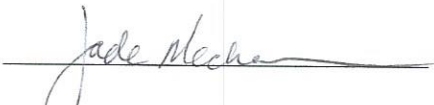
- Repairs to sprinkler rods and supply lines as flow in the zones continues to increase.
- Clarifiers will be taken out of service as flows to the facility recede.
- Biosolids application will ramp up as weather permits and land becomes available.

MAINTENANCE:

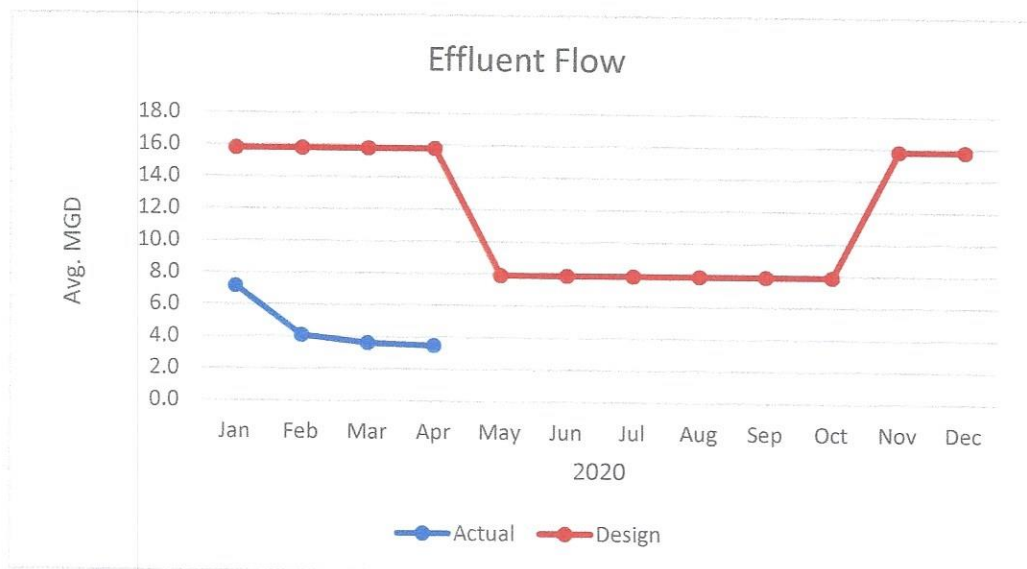
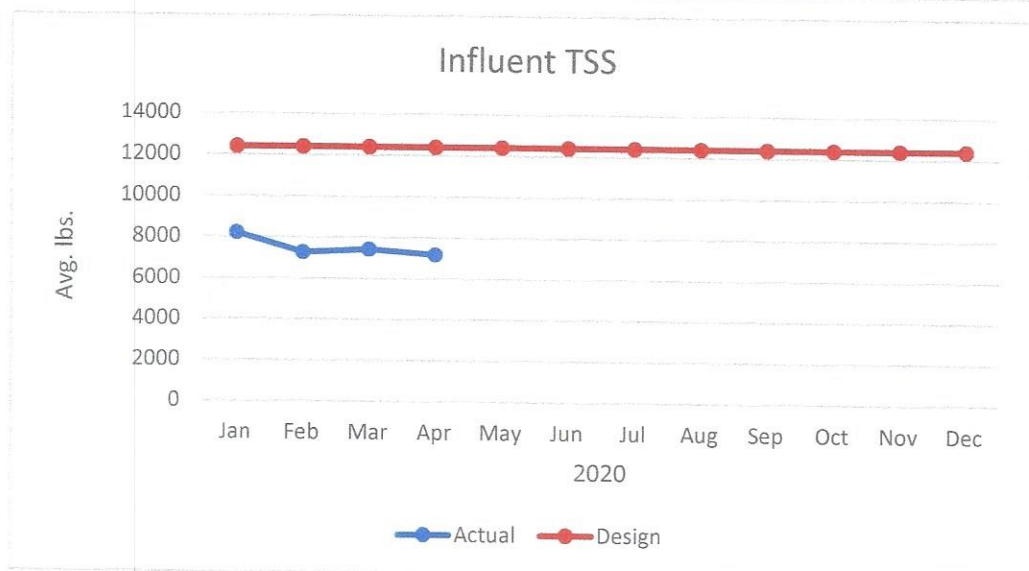
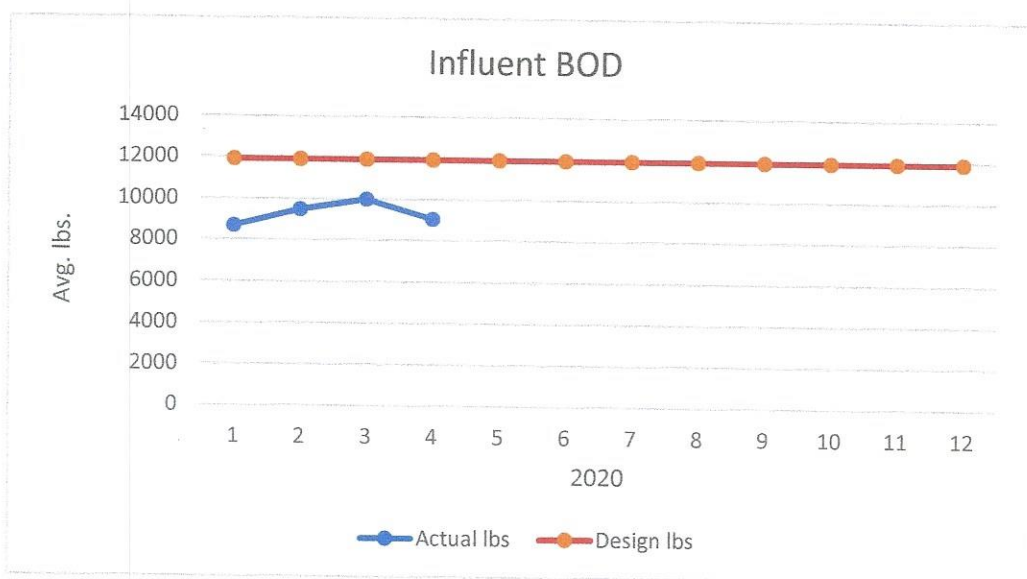
- Work on replacing the HMI for the SCADA system
- Rebuild Highland Pump #2
- Rebuild the check valve for the #1 Winchester station pump.

Enclosures:

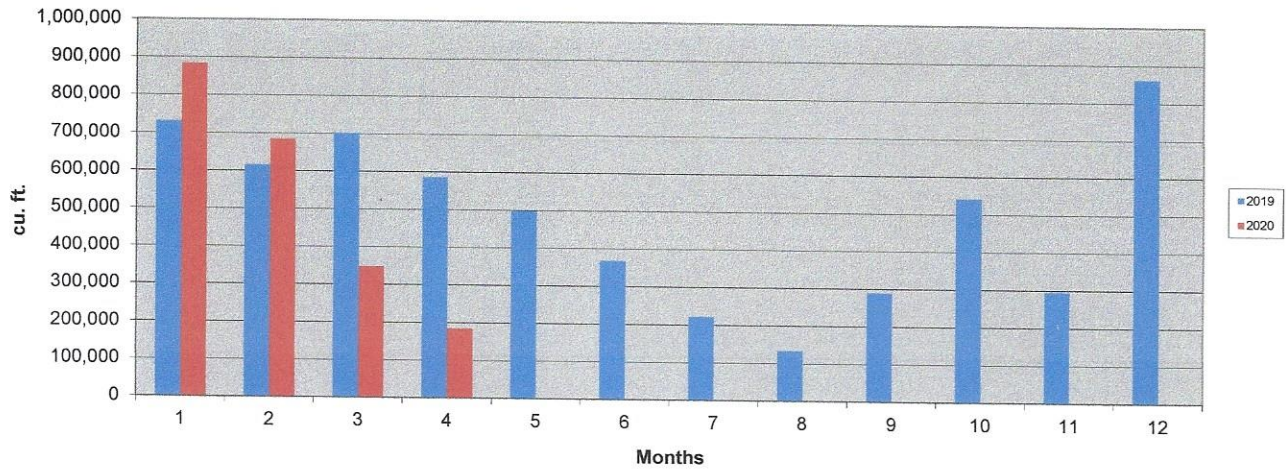
Boiler/Flare Gas Usage graphs
Influent TSS/BOD and Effluent Flow Graphs
12 Month Moving Avg.
Violation Win-Limit Report
Effluent flow meter calibration sheet.



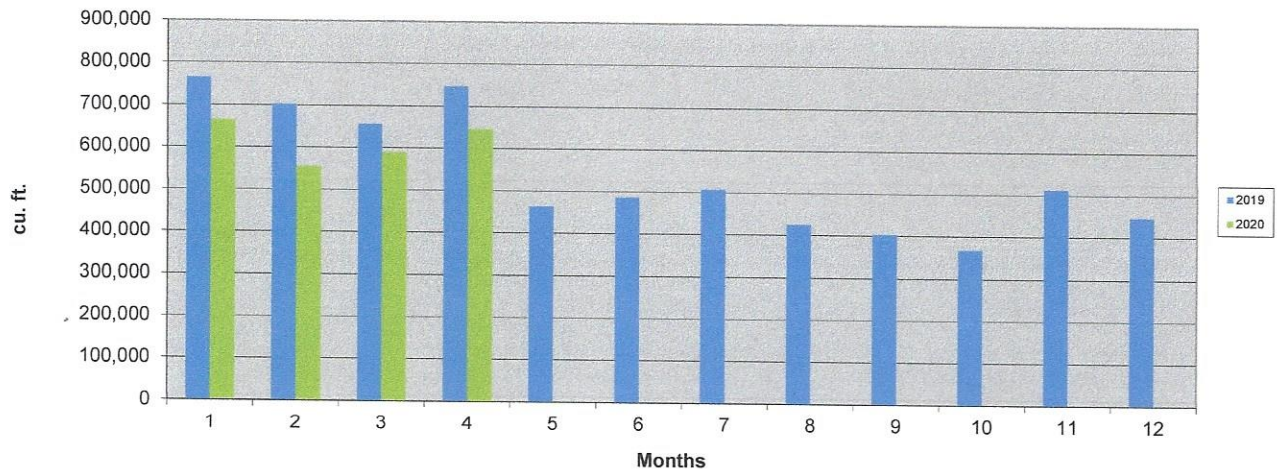
Jade Mecham
Project Manager
Jacobs



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
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
Mar-20	3.63	9995	7443
Apr-20	3.51	9051	7202

SUM	43.70	98935	88840
AVE	3.64	8245	7403
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	8.64
Max Weekly Avg (Wed Rule) , Beginning: 4/12/2020	MG/L	45	11
Average Loading	lb/day	3800	245
Max WeeklyAvg (Wed Rule) Loading, Beginning: 4/12/2020	lb/day	5600.00	286
Plnt Ef			
pH Lab - pH Lab Standard Units			
Minimum , 4/20/2020	S.U.	6.10	6.67
Maximum , 4/3/2020	S.U.	8.50	7.25
Plnt Ef			
Solids TSS - Total Suspended Solids TSS			
Average	MG/L	30.00	5.93
Plnt Ef			
Solids TSS - Total Suspended Solids TSS			
Max Weekly Avg (Wed Rule) , Beginning: 4/12/2020	MG/L	45.00	6.67
Plnt Ef			
Solids TSS - Total Suspended Solids TSS			
Average Loading	lb/day	3800.00	170.13
Plnt Ef - Effluent			
E Coli - E Coli			
Average	MPN	126.00	3
Max Weekly Avg (Wed Rule) , Beginning: 4/5/2020	MPN	406.00	4
Plnt Ef			
Cl2 Residual - Chlorine Total Residual			
Average	MG/L	.5	0.02
Plant TSS Removal Efficiency			
Avg % Removal (Lower Limit)	%	85.00	98
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	

EFFLUENT FLOW METER

CALIBRATION SHEET

Calibration done by: Kevin

Date: 4/2/20

Record the listed "P" Parameters settings

Parameter	Reading	Should be
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P-5	5	5	Number code for measurment incriments
P-6	30	30	Maximum flow in MGD
P-7	32.106	32.106	Hieght at max. head.
P-32	0	0	Totalizer multiplier
P-46	46.5	46.5	Distance at zero head

Record the listed "U" Parameters setting

Parameter	Reading	Should be
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UO	1.56	1.56	Exponent
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Check flow meter at zero flow.

Passed ☒

Failed ☐

Measure actual flow and check calibratation against Parshall Flume flow sheet and actual flow meter reading.

Record actual liquid level in inches 11.1 Inches

Calibration chart reading in MGD 5.76 MGD

=

Record flow in MGD (from flow meter) 5.76 MGD

F2 = Return to run mode

Comments

CASH DISBURSEMENT RECAP BOARD MEETING MAY 13, 2020

Cash Disbursements Since the Last Board Meeting

All Funds:

Total of Prepaid Checks & ACH Transactions	101,420.99
Total of Regular Checks & ACH Transactions	<u>336,067.25</u>

Total Expenditures (not including Payroll)	<u>437,488.24</u>
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Payroll:

Net Payroll - April 2020	61,093.73
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All Checks & ACH Transactions since the Board Meeting of April 8, 2020	<u>498,581.97</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 April 20 PR	ASIFlex PR Batch 00001.04.2020 Flexible Spending Acc	04/30/2020 PR Batch 00001.04.2020 Flex	1,339.18
Total for this ACH Check for Vendor ASIFLEX:				1,339.18
ACH	DNB April 20 PR April 20 PR April 20 PR April 20 PR April 20 PR	Internal Revenue Service PR Batch 00001.04.2020 FICA - Employee PR Batch 00001.04.2020 Medicare - Employer PR Batch 00001.04.2020 Medicare - Employee PR Batch 00001.04.2020 Federal Income Tax PR Batch 00001.04.2020 FICA - Employer	04/30/2020 PR Batch 00001.04.2020 FIC. PR Batch 00001.04.2020 Med PR Batch 00001.04.2020 Med PR Batch 00001.04.2020 Fed PR Batch 00001.04.2020 FIC.	5,590.82 1,307.53 1,307.53 6,490.86 5,590.82
Total for this ACH Check for Vendor DNB:				20,287.56
ACH	OR-Rev April 20 PR	Oregon Dept. of Revenue PR Batch 00001.04.2020 Oregon W/Held	04/30/2020 PR Batch 00001.04.2020 Ore	5,021.38
Total for this ACH Check for Vendor OR-Rev:				5,021.38
49582	CIS INS April 20 PR April 20 PR April 20 PR April 20 PR April 20 PR April 20 PR April 20 PR April 20 PR April 20 PR April 20 PR	CIS Trust PR Batch 00001.04.2020 Short-Term Disability PR Batch 00001.04.2020 Medical Ins w/RX PR Batch 00001.04.2020 CCIS Insurance Long- PR Batch 00001.04.2020 Life Insurance - Spous PR Batch 00001.04.2020 Life Insurance - er PR Batch 00001.04.2020 CCIS Insurance AD&I PR Batch 00001.04.2020 Dental & Vision PR Batch 00001.04.2020 Voluntary Dependent L PR Batch 00001.04.2020 Voluntary Life Insuran	04/30/2020 PR Batch 00001.04.2020 Sho PR Batch 00001.04.2020 Med PR Batch 00001.04.2020 CCI PR Batch 00001.04.2020 Life PR Batch 00001.04.2020 Life PR Batch 00001.04.2020 CCI PR Batch 00001.04.2020 Den PR Batch 00001.04.2020 Volt PR Batch 00001.04.2020 Volt	124.51 29,476.84 234.02 176.13 117.00 22.37 3,315.60 31.92 339.79
Total for Check Number 49582:				33,838.18
49583	PEBSCO April 20 PR	Nationwide Retirement Solutions PR Batch 00001.04.2020 Nationwide-Deferred C	04/30/2020 PR Batch 00001.04.2020 Nati	5,105.00
Total for Check Number 49583:				5,105.00
49584	CENTURY April 2020 April 2020 NTS	CenturyLink Analog phone lines for fax and alarm system Analog phone line for NTS gate	04/30/2020	121.96 54.54
Total for Check Number 49584:				176.50
49585	LEAGUE O 2020-216555	League of Oregon Cities Associate membership dues FY2019-2020	04/30/2020	500.00
Total for Check Number 49585:				500.00
49586	Mursmi 19-2728.00 - 4	Murraysmith, Inc. Engineering Services - Hooker Road Project	04/30/2020	5,846.03

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 49586:	5,846.03
49587	ROGERS E 3032	Rogers Engineering, Inc. Biosolids Building Expansion Project	04/30/2020	950.00
			Total for Check Number 49587:	950.00
49588	RVP 176	Rogue Valley Precast, LLC Vaults	04/30/2020	3,465.00
			Total for Check Number 49588:	3,465.00
49589	RSBG-AUD 33104	Roseburg Audiology Center 11 - Annual hearing tests	04/30/2020	385.00
			Total for Check Number 49589:	385.00
49590	SHRED-IT 8129616198	Shred-It USA Monthly shredding service	04/30/2020	71.50
			Total for Check Number 49590:	71.50
49591	USPS April 2020	US Postal Service Postage for mailing utility bills	04/30/2020	2,485.77
			Total for Check Number 49591:	2,485.77
49592	VERIZON 9852564333 9852564341	Verizon Wireless Wireless telephone service Wireless service for CCTV Van	04/30/2020	651.87 39.02
			Total for Check Number 49592:	690.89
			Total for 4/30/2020:	80,161.99
ACH	02669	PERS Deposit	05/12/2020	
	April 20 PR	PR Batch 00001.04.2020 PERS Pick-Up	PR Batch 00001.04.2020 PER	773.22
	April 20 PR	PR Batch 00001.04.2020 PERS - Not W/Held	PR Batch 00001.04.2020 PER	8,199.36
	April 20 PR	PR Batch 00001.04.2020 PERS W/Held	PR Batch 00001.04.2020 PER	4,712.93
	April 20 PR	PR Batch 00001.04.2020 OPSRP-Not W/Held	PR Batch 00001.04.2020 OPS	7,573.52
	PERS Adj	APRIL PERS Rounding Adjustment		-0.03
			Total for this ACH Check for Vendor 02669:	21,259.00
			Total for 5/12/2020:	21,259.00
			Report Total (15 checks):	101,420.99

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	Staples Credit Plan	05/13/2020	
	2489838721	Batteries, envelopes, calculators, canned air		142.55
	2501674431	Budget book supplies, chair mat		364.53
	2503808751	Keyboard for Steve		54.99
	2504486601	Staples Plus membership		49.00
Total for this ACH Check for Vendor STAPLES:				611.07
49593	ADV. TRK 5072 P2924	Advanced Truck Body & Equipment Co., Inc. Service Body Crane	05/13/2020	
				47,410.00
				6,620.00
Total for Check Number 49593:				54,030.00
49594	APEX 338934 338938	Apex/Ace Home Center Pipe fittings for sidewalk project Pipe for sidewalk project	05/13/2020	
				4.48
				7.00
Total for Check Number 49594:				11.48
49595	WP April 2020	Avista Utilities Natural gas service	05/13/2020	
				104.96
Total for Check Number 49595:				104.96
49596	BANNERMC AA 040620 AB 041320 DF 040120a DF 040120b DF 041720 DF 041920a DF 041920b DF 042120 DF 042620 DF 042920a DF 042920b HW 033120 HW 040820 JB 042320 JJB 040120 KB 041620 LM 041420 LM 042020 MC 041620 RC 040120a RC 040120b RC 042320 SL 040620 SL 040820a	BANNER BANK Pitney Bowes - Postage machine quarterly lease DC Farmers Co-op - Herbicide Amazon - Webcams for online mtgs & social dis Network Solutions - Email for admin rusa-or.in Amazon - Replacement fingerprint readers for A Amazon - Replacement monitor cable for John & Amazon - Additional webcams Zoom - Zoom meetings & webinar for public me Network Solutions - Bi-annual certs for Lucity w Amazon - USB hub for Steve's computer Network Solutions - Email acct admin rusa-or.in Amazon - Plantronics wireless headset for Harm Staples - bubble mailing envelopes Mobile Fuel Tank Lowes - measuring wheel Municipal Equip - mainline grit catcher Phoenix Hydraulic - Repair tap machine Nova Health - CDL physical Amazon - replacement batteries for crew radios Thinking Tree Spirits - Hand sanitizer Burger King - travel meal for trip to pickup sanit DC Farmers Co-op - Landscape fabric, lawn edg Public Surplus - Auction Fees Package Depot - Return OSHA safety videos	05/13/2020	
				81.00
				77.98
				269.97
				11.39
				225.55
				39.98
				115.98
				54.99
				239.96
				28.98
				11.39
				159.99
				8.00
				7,839.46
				55.78
				341.78
				484.00
				110.00
				104.99
				72.00
				5.99
				93.96
				39.24
				7.80

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	SL 040820b	Nova Health - CDL Physical		110.00
	SL 041020	Iconix - Pipe for NTS		800.00
	SL 041720	ABC - Professional Operator Cert Renewal - Ste		99.00
Total for Check Number 49596:				11,489.16
49597	BHEC	Bassett-Hyland Energy Company	05/13/2020	
	CL89270-IN	Vehicle fuel		397.34
	CL89596-IN	Vehicle fuel		313.86
Total for Check Number 49597:				711.20
49598	OMI	CH2MHill OMI	05/13/2020	
	351289-029	Professional services per agreement		123,850.66
	351289-NT02	Farm Ops & Monitoring Report		2,541.89
	351289-SC01	WWTP SCADA UPGRADE		8,308.09
Total for Check Number 49598:				134,700.64
49599	Chytka	Chytka Pest Control LLC	05/13/2020	
	134191	Monthly pest control service		40.00
	134434	Monthly pest control service		40.00
Total for Check Number 49599:				80.00
49600	WATER	City of Roseburg	05/13/2020	
	INV10276	March bulk water & permit		174.90
Total for Check Number 49600:				174.90
49601	DRAUTO	D & R Auto & Truck Supply Corp	05/13/2020	
	897292	Trailer connector		12.49
	897419	Super clean		27.99
	899300	DEF fluid		19.78
Total for Check Number 49601:				60.26
49602	DELL	Dell Marketing LP	05/13/2020	
	10386933023	Server Memory		1,747.20
	10389581253	Additional Storage for Server		5,750.92
Total for Check Number 49602:				7,498.12
49603	DCCO-OP	Douglas County Farmers' Co-op	05/13/2020	
	925962	Irrigation parts - NTS		5,270.00
	927905	Edging materials for sidewalk project		57.98
Total for Check Number 49603:				5,327.98
49604	DCPW	Douglas County Solid Waste	05/13/2020	
	545753	Clean grit pit		375.22
Total for Check Number 49604:				375.22
49605	DFN	Douglas Fast Net	05/13/2020	
	May 2020 Admin	Internet Services-Admin	Service: 14806	213.49
	May 2020 High	Internet Services-Highland PS	Service: 105797	74.91
	May 2020 Host	Admin Hosting		10.28
	May 2020 Keady	Internet Services-Keady Ct	Service: 106289	74.91
	May 2020 NBank	Internet Services-No. Bank PS	Service: 105793	71.91
	May 2020 NTS	Internet Services-NTS	Service: 23920	56.36
	May 2020 Ph/Cam	Phones/Security Cams	Service: 141784	98.01

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	May 2020 Wilb1	Internet Services-Wilbur 1 PS	Service: 105796	74.91
	May 2020 Wilb2	Internet Services-Wilbur 2 PS	Service: 105794	71.91
	May 2020 Winch	Internet Services-Winchester P	Service: 105795	74.91
			Total for Check Number 49605:	821.60
49606	EARTH 493486	EARTH20 Bottled water delivery	05/13/2020	35.49
			Total for Check Number 49606:	35.49
49607	EJIW 110200024653	EJ USA Inc. Frames and Covers	05/13/2020	1,300.04
			Total for Check Number 49607:	1,300.04
49608	FASTENAL ORROS210465a ORROS210465b	Fastenal Company Work gloves Locate paint	05/13/2020	297.32 209.71
			Total for Check Number 49608:	507.03
49609	GENEQ 72649 72677	General Equipment Company Excavation Handgun Quick connect fitting	05/13/2020	1,668.48 49.49
			Total for Check Number 49609:	1,717.97
49610	GRAPHDIM 2676	Graphic Dimensions, Inc. Cut utility bills to mailing size	05/13/2020	37.60
			Total for Check Number 49610:	37.60
49611	HANDY 108545 108597	Handyman Hardware PVC glue/primer Chain	05/13/2020	20.77 10.72
			Total for Check Number 49611:	31.49
49612	IE-ENG 54156	i.e. Engineering, Inc. Engineering for Winchester Lift Station	05/13/2020	1,425.00
			Total for Check Number 49612:	1,425.00
49613	ICONIX U2016015997 U2016016481 U2016017353	ICONIX WATERWORKS INC Valves for ARVs Air valve repair Pipe, fittings, glue for Watson St project	05/13/2020	104.36 73.65 352.84
			Total for Check Number 49613:	530.85
49614	PUGH March 2020	Jeffrey L. Pugh, Attorney at Law Legal services	05/13/2020	292.50
			Total for Check Number 49614:	292.50
49615	COASTAL B24840	John Deere Financial f.s.b. Rat bait	05/13/2020	49.99
			Total for Check Number 49615:	49.99
49616	Kelley IN667693	Kelley Imaging Systems, Inc. Quarterly copier maintenance contract	05/13/2020	150.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 49616:	150.00
49617	LTM 556730	Knife River Materials Crushed rock for Watson St project	05/13/2020	44.28
			Total for Check Number 49617:	44.28
49618	LANDMARK 4392	Land Mark Surveying Inc Hooker Road Project Survey	05/13/2020	19,257.51
			Total for Check Number 49618:	19,257.51
49619	LYOUNG 76600100028	Lauren Young Tire Backhoe Tires	05/13/2020	2,293.96
			Total for Check Number 49619:	2,293.96
49620	LOWES 02042 908259 912129 912146	Lowes Supplies for water line at Admin Office Cleaning supplies Return cleaning supplies Return cleaning supplies	05/13/2020	26.92 39.35 -7.57 -33.24
			Total for Check Number 49620:	25.46
49621	MSTRCR 689-J	MasterCare Cleaning Co Inc Monthly janitorial services	05/13/2020	390.00
			Total for Check Number 49621:	390.00
49622	MUNICODE 00341183a 00341183b	Municipal Code Corporation Online code hosting 04/01/20 - 06/30/20 Online code hosting 07/01/20 - 03/31/21	05/13/2020	137.49 412.51
			Total for Check Number 49622:	550.00
49623	Mursmi 19-2728.00 - 5	Murraysmith, Inc. Engineering Services - Hooker Road Project	05/13/2020	8,861.53
			Total for Check Number 49623:	8,861.53
49624	NEWS-REV 04203594157	The News-Review Budget meeting notice posting in newspaper	05/13/2020	180.68
			Total for Check Number 49624:	180.68
49625	NEXNET 10907	Nexcom, LLC Digital telephone service	05/13/2020	332.80
			Total for Check Number 49625:	332.80
49626	OR-LIN 481604 488297 494696	Oregon Linen, Inc. Laundry and mat service Laundry service Laundry and mat service	05/13/2020	54.20 37.08 54.20
			Total for Check Number 49626:	145.48
49627	ORE TREE 1845	Oregon Tree Works LLC Tree Removal - NTS	05/13/2020	43,000.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 49627:				43,000.00
49628	OWEN	Owen Equipment Company	05/13/2020	
	195131	Anti-splash manhole roller		464.63
	195253	Sewer Flushing Hose		2,943.34
Total for Check Number 49628:				3,407.97
49629	PPL	Pacific Power	05/13/2020	
	Apr 20 Keady	Power Usage-Keady Ct PS		58.49
	Apr 2020 411LM	Usage-411 LM-Storage Bldg		57.78
	Apr 2020 425LM	Power Usage-425 Long Meadow		10.52
	Apr 2020 Admin	Power Usage-Admin Bldg		481.03
	Apr 2020 Back9	Power Usage-Back Nine Use		67.72
	Apr 2020 Back9C	Power Usage-Back Nine Contract		67.44
	Apr 2020 High	Power Usage-Highland PS		1,425.40
	Apr 2020 LVPS	Power Usage-Loma Vista PS		147.39
	Apr 2020 NBank	Power Usage-North Bank PS		123.01
	Apr 2020 NTS	Usage-NTS pump station		2,763.39
	Apr 2020 NTSG	Power Usage-140 LM-NTS Gate		20.10
	Apr 2020 SBank	Power Usage-South Bank PS		1,519.63
	Apr 2020 Wilb1	Power Usage-Wilbur 1 PS		145.61
	Apr 2020 Wilb2	Power Usage-Wilbur 2 PS		139.45
	Apr 2020 WWTP1	Power Usage-WWTP 1		14,419.94
	Apr 2020 WWTP2	Power Usage-WWTP 2		28.22
Total for Check Number 49629:				21,475.12
49630	PINNACLE	Pinnacle Engineering, Inc.	05/13/2020	
	23576	Professional Geotechnical Services - Hooker Rd.		7,721.00
Total for Check Number 49630:				7,721.00
49631	PostDue	Postmaster	05/13/2020	
	PD 95114-000	Postage due account for address services		150.00
Total for Check Number 49631:				150.00
49632	Premium	Premium Landscape, Inc.	05/13/2020	
	23132	Monthly landscape maintenance		180.25
Total for Check Number 49632:				180.25
49633	QFence	Quality Fence Company, Inc.	05/13/2020	
	48491	Flag pole protectors		210.00
Total for Check Number 49633:				210.00
49634	RSBG-DIS	Roseburg Disposal Company	05/13/2020	
	1126196	Monthly garbage service		56.50
Total for Check Number 49634:				56.50
49635	TECHUNL	Technology Unlimited, Inc	05/13/2020	
	342771	Canon CR-L1 Check Scanner		406.00
	342927	Upgrade to license for check scanner		126.00
Total for Check Number 49635:				532.00
49636	TIM ALLE	Tim Allen Equipment	05/13/2020	
	1-551397	Excavator rental for sidewalk project		724.75

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 49636:				724.75
49637	UBWA	Umpqua Basin Water Association	05/13/2020	
	April 20 411LM	Water service at 411 Long Meadows		20.00
	April 20 606LM	Water service at 606 Long Meadows		20.00
	April 20 Back9	Water service at Back Nine LS		20.00
Total for Check Number 49637:				60.00
49638	UMPQUARF	Umpqua Quarries, LLC	05/13/2020	
	36575	Crushed rock for mailbox path		38.48
	36647	Crushed rock for Watson St project		48.26
	36680	Crushed rock for Watson St project		48.17
Total for Check Number 49638:				134.91
49639	WEF	Water Environment Federation	05/13/2020	
	3-2017544328a	WEF memberships for Jim, Rob L, David C, Ryc		330.00
	3-2017544328b	WEF memberships - Andy, Rick, Kyle B, Kyle V		840.00
Total for Check Number 49639:				1,170.00
49640	YAEGER P	Yaeger's Plumbing, Inc.	05/13/2020	
	13772	Grinder Pump/Installation. To tie over homeown		3,088.50
Total for Check Number 49640:				3,088.50
Total for 5/13/2020:				336,067.25
Report Total (49 checks):				336,067.25