



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

REGULAR MONTHLY BOARD MEETING

June 8, 2022

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

June 8th, 2022
RUSA Board Room
4:00 p.m.

**The June 8th, Board meeting will be held in person and broadcast by Zoom® Meeting.
The link to the meeting will be posted on Roseburg Urban Sanitary Authority's website, rusa-
or.org**

AGENDA
REGULAR MONTHLY BOARD MEETING

Board of Directors

John Dunn, Chair
David Campos

Rob Lieberman, Vice Chair
Jerry Griesse

Kelsey Wood

- 1. Call to Order – John Dunn, Board Chair**
- 2. Roll Call**
- 3. Audience Participation – In-Person / via Zoom**
- 4. Consider Minutes**
 - a. May 4th, 2022, Budget Committee Meeting
 - b. May 11th, 2022
- 5. Public Hearing**
 - a. Public hearing to discuss the Roseburg Urban Sanitary Authority's proposed Budget for the Fiscal Year 2022-2023 as approved by the Budget Committee on May 4th, 2022.
- 6. Resolution 22-02; A Resolution Adopting the 2022-2023 Budget and Making Appropriations**
- 7. Appointment of Budget Committee Members**
- 8. General Managers' Report**
 - a. Hooker Road Rehabilitation Project
 - b. New Chemical feed building - Sodium Bisulfite System Relocation
 - c. Storm drain isolation project WWTP
 - d. Chadwick Street Sewer Rehabilitation
 - e. Atlanta Street Sewer Extension
- 9. Professional Development**
- 10. New Developments**
- 11. Staff Report**
- 12. Jacobs Plant Operations Report**
- 13. Accounts Payable**
- 14. 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

BUDGET COMMITTEE MEETING
ROSEBURG URBAN SANITARY AUTHORITY

The Budget Committee Meeting was called to order at 12:00 p.m. on May 4, 2022. The Meeting was held in person and broadcast by Zoom® Meeting.

ROLL CALL

Budget Committee Members:

Present: John Dunn, Rob Lieberman, Jerry Griese, Kelsey Wood, David Campos, Marc Chirrick, Robin VanWinkle, Mike Baker, Mike Jackson and Ron Thames

Absent:

Others present: General Manager Jim Baird, Finance Director Christine Morris, Office Assistant II Harmony Williams, Collection System Superintendent Steve Lusch, Engineering Technician III Ryon Kershner and Jacobs Project Manager Jade Meham.

Budget Officers are as follows:

- **Budget Officer:** Jim Baird, General Manager, Roseburg Urban Sanitary Authority.
- **Budget Committee Chair:** John Dunn nominated Mike Baker as the Budget Committee Chair. Kelsey Wood seconded the motion.
The motion passed unanimously.
- **Budget Committee Secretary:** David Campos nominated Kelsey Wood as the Budget Committee Secretary. Ron Thames seconded the motion.
The motion passed unanimously.

The Budget Message for the fiscal year 2022-2023 was presented by the Budget Officer, General Manager Jim Baird. There was discussion regarding the contents of the Budget Message and if everyone had had an opportunity to review the message. Budget Committee members stated they had reviewed the message sufficiently.

The Budget Officer noted a mistake on page 3 of the proposed Budget. The proposed SDC fee increase is a 6.24% increase rather than the stated 6.41%. The Budget Officer explained that budgeted wages increased due to newly implemented longevity/merit pay for employees who have reached 5 years of employment and have no opportunity for future raises.

Some Budget Committee members expressed concern over waiting to increase monthly sewer rates until the next fiscal year. It was suggested that the Board of Directors consider a monthly rate increase.

The Budget Chair directed the Committee to review all the below listed General and Other Funds:

General Fund has 4 departments:

- Administration and Engineering
- Treatment
- Collection
- Finance

Other Funds:

- Fund #2 Diamond Lake LID Fund
- Fund #3 Collection System Expansion Fund
- Fund #4 Infrastructure Replacement Reserve Fund
- Fund #6 Treatment Plan Expansion Fund
- Fund #7 Asset Acquisition and Replacement Fund
- Fund #10 Plant Equipment Replacement Fund
- Fund #11 Administration Building Fund

Discussion was held by Committee members on the four General Fund Departments as well as the seven Other Funds. There were questions about the increase in Penalty Revenue and the decrease in Miscellaneous Revenue. Staff explained that the Penalty Revenue has increased as a result of no longer waiving late fees due to Covid and the Miscellaneous Revenue has decreased due to the Umpqua Dairy no longer disposing of Whey through the RUSA infrastructure. There also were questions regarding the proposed roof replacement at the Administration Building, specifically, when this was last done. Staff explained that it had been more than 13 years but they were uncertain of the exact date.

At this time, the Budget Committee considered the budget in its entirety, and the public was invited to comment.

No public comment was made.

Ron Thames made a motion to approve the 2022-2023 Budget, as presented.

Robin VanWinkle seconded the motion.

The motion passed unanimously.

There being no further business to come before the Budget Committee, the meeting adjourned at 12:53 p.m.

Respectfully submitted,

Kelsey Wood
Budget Committee Secretary



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 May 11, 2022. The Board Meeting was held in-person and remotely broadcast by Zoom® Meeting.

ROLL CALL

Directors

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

Absent: Rob Lieberman and David Campos

Others present: General Manager Jim Baird, Finance Director Christine Morris, Office Assistant Harmony Williams, Collections Superintendent Steve Lusch, Jacobs Project Manager Jade Mecham and Lead Operator Vanessa Jordan.

Consideration of the April 13, 2022, Regular Monthly Board Meeting Minutes.

Jerry Griese moved to approve the minutes for April 13, 2022 Roseburg Urban Sanitary Authority Regular Monthly Board Meeting.

Kelsey Wood seconded the motion.

The motion passed unanimously.

Resolution No. 22-01; A Resolution Amending Resolution No. 21-01 Regarding the System Development Charge

Staff presented Resolution 22-01 to amend Resolution No. 21-01 regarding the System Development Charge. The cost adjustment of 6.24% was proposed for the Authority's sanitary sewer System Development charges. Beginning July 1, 2022 the System Development Charge will increase from \$3,050.00 to \$3,240.00 per equivalent dwelling unit.

Kelsey Wood made a motion to approve Resolution No. 22-01 amending Resolution No. 21-01 regarding the System Development Charge.

Jerry Griese seconded the motion.

The motion passes unanimously.

General Managers Report

Hooker Road Rehabilitation Project

The Contractor has completed all the work included in the contract. The staff has completed the CCTV inspection to put the project in the warranty stage.

The contractor completed lateral lining and 36 sewer reconnections and finalized abandonment of the old sewer main across the Willamette Gray Stone Facility.

Cradar submitted pay request #8 in the total amount of \$257,474.70 with \$12,873.74 withheld in retainage for a payment #8 in the amount of \$244,600.96

Rob Lee, the Engineer of Record, reviewed the data comprising the Application for Payment and recommended paying Pay Estimate #8 as submitted.

Staff has reviewed Pay Estimate #8 we concur with the Engineer and would recommend that the Board approve payment of Pay Estimate #8 in the amount of \$244,600.96

Kelsey Wood moved to approve Pay Estimate #8 in the amount of \$244,600.96.

Jerry Griese seconded the motion.

Vote By Roll Call

Chairman Dunn requested "Roll Call" for the motion to approve Pay Estimate #8:

John Dunn Yes

Rob Lieberman

Jerry Griese Yes

Kelsey Wood Yes

David Campos

The motion was passed with a 3/0 vote.

New Chemical Feed Building

Rogers Engineering is completing the design and specifications. RUSA will advertise the project for a May/June start date when the plans and specifications are complete.

Storm Drain Isolation Project WWTP

i.e. Engineering has started the design of the project. The tentative schedule anticipates requesting proposals from local contractors in mid-June and a request to award at the July Board meeting.

Chadwick Street Sewer Rehabilitation

i.e. Engineering has started the design of the project. The tentative schedule sets the advertisement to be published in mid-June and close on July 16th. Staff plans on presenting to the Board the bid results at their July Board meeting.

Atlanta Street Rehabilitation

i.e. Engineering has started the design of the project. The tentative schedule sets the advertisement to be published in mid-July and close on August 4th. Staff plans on presenting to the Board the bid results at their August Board meeting.

2022-23 Jacobs Contract for Plant Operation

Jacobs has provided Amendment No. 17 to the Agreement for Wastewater Facilities Operations, Maintenance and Management Services.

Jacobs is proposing a total cost of \$1,601,227 which represents a cost increase of 2.9%. Jacobs has held to the 2023 estimated costs for all items except for chemicals.

Kelsey Wood moved to approve Amendment No. 17 to the Agreement for Wastewater Facilities Operations.

Jerry Griese seconded the motion.

The motion passed unanimously.

Low-Income Housing Water Assistance Program

RUSA has entered into a contract with United Community Action Network to participate in the Low-Income Housing Water Assistance Program. This program will offer eligible households to apply for assistance to pay delinquent utility bills.

Jacobs Plant Operations Report

Jade Mecham reported the treatment facility averaged 96% BOD removal and 96% Total Suspended Solids removal during January. The total Effluent flow was 144.35 million gallons.

Accounts Payable

The Board reviewed the Accounts Payable Report and Addendum for the May 2022 Accounts Payable.

Jerry Griese moved to approve the Accounts Payable Report and Addendum as presented.

Kelsey seconded the motion.

The motion passed unanimously.

Other Business

None.

Attached Additional Items Presented

Accounts Payable Addendum

Leeway Engineering Solutions Correspondence

Cradar Enterprises, Inc. Invoice

Respectfully submitted,



Harmony Williams
Office Assistant

ADDENDUM TO MAY 11, 2022 BOARD PACKET

Accounts Payable

Checks by Date - Detail by Check Date

User: christine
Printed: 5/11/2022 3:36 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
50863	ADOBE 21588111238	Adobe Inc. Adobe photoshop license	05/11/2022	93.81
Total for Check Number 50863:				93.81
50864	WATER INV15574 Keady April	City of Roseburg Bulk water usage-April Base rate-Keady Ct	05/11/2022	98.34 50.00
Total for Check Number 50864:				148.34
50865	Civic+ 225995	CivicPlus, LLC Municode online renewal	05/11/2022	550.00
Total for Check Number 50865:				550.00
50866	CRADAR 003212 003212 ret	Cradar Enterprises, Inc Hooker Road Sewer Project #8 Hooker Road Sewer Project #8	05/11/2022	257,474.70 -12,873.74
Total for Check Number 50866:				244,600.96
50867	CUES 609757	Cues, Inc. Cues Minicam Repair	05/11/2022	3,023.27
Total for Check Number 50867:				3,023.27
50868	IE-ENG 59030 59032 59181 59246 59248 59250 59399 59400 59401	i.e. Engineering, Inc. Eng for Chadwick-civil construction plans/proj n Eng for Storm Sys at WWTP-Civil Const & Proj Eng-Storm Sys at WWTP-Site Topo & Base Map Direct Expense-Chadwick Sewer Install Civic Construction Plans & Proj Mgmt-Chadwic Storm Sys-WWTP-Civil Construction plans Site Topo & Base Map-Chadwick Sewer Install Storm Sys-WWTP-Site Topo & Base Map Atlanta St Sewer-Topo Survey & Base Map	05/11/2022	287.50 387.50 200.00 4.68 2,550.00 1,725.00 2,000.00 800.00 400.00
Total for Check Number 50868:				8,354.68
50869	Lithia 387183 387539 387661	Lithia Motors Support Services LOF-2011 F450 LOF-2020 Service Truck LOF-2019 F150	05/11/2022	65.21 65.21 64.95
Total for Check Number 50869:				195.37
50870	Mursmi 19-2728.00-18	Murraysmith, Inc. Hooker Road Sewer Rehab eng services	05/11/2022	1,861.77

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 50870:				1,861.77
50871	NEXNET	Nexcom, LLC	05/11/2022	
	16457	Digital phone services-April		332.80
	16693	Digital phone service for Admin-May		332.80
Total for Check Number 50871:				665.60
50872	DEQ	Oregon DEQ	05/11/2022	
	Greg O CollII	Greg O'Neill Coll II-12257		160.00
	R Kershner II	Ryon Kershner Collection II Renewal-12255		160.00
	Rick Cox CollIV	Rick Cox Renewal Collection IV-13826		160.00
Total for Check Number 50872:				480.00
50873	PPL	Pacific Power	05/11/2022	
	April 22 140LM	Power Usage-140 LM-NTS Gate		19.71
	April 22 310 U	Power Usage-310 Bourbon St PS		66.55
	April 22 411LM	Usage-411 LM-Storage Bldg		85.07
	April 22 425LM	Power Usage-425 Long Meadow		10.73
	April 22 Admin	Power Usage-Admin Bldg		427.51
	April 22 Cont	Contract-310 Bourbon St PS		67.68
	April 22 High	Power Usage-Highland PS		1,205.00
	April 22 Keady	Power Usage-Keady Ct PS		88.13
	April 22 LV	Power Usage-Loma Vista PS		86.76
	April 22 NBank	Power Usage-North Bank PS		108.27
	April 22 NTS	Contract/Power Usage-NTS PS		4,272.39
	April 22 SBank	Power Usage-South Bank PS		1,450.82
	April 22 Wilb1	Power Usage-Wilbur 1 PS		172.31
	April 22 Wilb2	Power Usage-Wilbur 2 PS		179.87
	April 22 WWTP1	Power Usage-WWTP 1		15,946.43
	April 22 WWTP2	Power Usage-WWTP 2		27.86
Total for Check Number 50873:				24,215.09
Total for 5/11/2022:				284,188.89
Report Total (11 checks):				284,188.89

May 10, 2022

Mr. Ryon Kershner
Roseburg Urban Sanitary Authority
1297 NE Grandview Drive
Roseburg, Oregon 97470

Re: Hooker Road Sewer Project
Application for Payment, Pay Estimate #8 (April 2022)

Dear Mr. Kershner,

Leeway Engineering (Leeway) has received and reviewed Pay Estimate #8 for Work performed through April 2022 on the above referenced construction project. As indicated by the invoice, this is the Final Invoice that covers all Work measured and paid. As Engineer of Record for the above reference project, and relying on data provided by the inspection conducted by Roseburg Urban Sanitary Authority (RUSA) inspectors, Leeway has reviewed the data comprising this Application for Payment from Cradar Enterprises, Inc. and attests that to the best of our knowledge, information, and belief, the Work has progressed as indicated, and the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to the payment amount requested.

RUSA has identified defects that need to be addressed. As a result, Leeway recommends that retainage is held until these defects are successfully remedied and in compliance with the requirements of the Contract Documents.

Sincerely,



Leeway Engineering Solutions, LLC
Robert Lee, PE, PMP
Principal Engineer / Owner

Attachments: Pay Application #8 (April 29, 2022)

cc: Jim Baird, Roseburg Urban Sanitary Authority
John Bastianelli, Roseburg Urban Sanitary Authority

Cradar Enterprises, Inc.

GENERAL CONTRACTOR
CCB LICENSE #51492

220 NE Lake St, Roseburg, Oregon 97470
PHONE (541) 673-3268 FAX (541) 673-0056

Invoice

Date	Invoice #
4/29/2022	003212

Bill To
Roseburg Urban Sanitary Authority 1297 NE Grandview Dr. Roseburg, OR 97470

P.O. No.	Terms	Project
	Net 30	

Quantity	Description	Rate	Amount
1	Pay Application #8 - FINAL (\$257,474.70 Less 5% Retainage of \$12,873.74 = \$244,600.96)	244,600.96	244,600.96
		Total	\$244,600.96

TO: RUSA 1297 NE Grandview Drive Roseburg, OR 97470		Pay Estimate #8 (FINAL)								Contractor Name Cradar Enterprises, Inc.		
										PROJECT: Hooker Road Sewer Project		
										DATE: April 29, 2022		
										WORK TO 3/1/2022 thru 4/29/2022		
ATTN: Ryon Kershner, RUSA Greg O'Niel, RUSA		CONTRACTOR EARNED ESTIMATE								ESTIMATE NO. 8		
										VENDOR NO.:		
ITEM	DESCRIPTION	UNITS	QTY	UNIT PRICE	TOTAL CONT.	PREVIOUS QTY	PREVIOUS AMOUNT	PRESENT QTY	PRESENT AMOUNT	TOTAL QTY	TOTAL AMOUNT	BALANCE TO COMPLETE
Hooker Road Sewer Project												
1	Mobilization/Demobilization/OH&P	LS	1	\$ 292,194.00	\$ 292,194.00	0.95	\$ 277,584.30	0.05	\$ 14,609.70	1.00	\$ 292,194.00	\$ -
2	Traffic Control	LS	1	\$ 35,000.00	\$ 35,000.00	0.90	\$ 31,500.00	0.10	\$ 3,500.00	1.00	\$ 35,000.00	\$ -
3	Erosion Control	LS	1	\$ 5,000.00	\$ 5,000.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	\$ 5,000.00
4	One Piece Main and Lateral Liner, 0-12 Feet	Each	26	\$ 4,750.00	\$ 123,500.00	0.00	\$ -	29.00	\$ 137,750.00	29.00	\$ 137,750.00	\$ (14,250.00)
5	One Piece Main and Lateral Liner, Additional Foot	LF	550	\$ 69.00	\$ 37,950.00	0.00	\$ -	385.00	\$ 26,565.00	385.00	\$ 26,565.00	\$ 11,385.00
6	CIPP Liner, 6"	LF	299	\$ 37.00	\$ 11,063.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	\$ 11,063.00
7	CIPP Liner, 8"	LF	3,487	\$ 32.00	\$ 111,584.00	3487.00	\$ 111,584.00	0.00	\$ -	3487.00	\$ 111,584.00	\$ -
8	CIPP Liner, 18"	LF	2,354	\$ 90.00	\$ 211,860.00	2354.00	\$ 211,860.00	0.00	\$ -	2354.00	\$ 211,860.00	\$ -
9	Internal Lateral Reinstatement	Each	26	\$ 225.00	\$ 5,850.00	30.00	\$ 6,750.00	0.00	\$ -	30.00	\$ 6,750.00	\$ (900.00)
10	Service Line Video Inspection, Launch Camera	Each	3	\$ 250.00	\$ 750.00	3.00	\$ 750.00	0.00	\$ -	3.00	\$ 750.00	\$ -
11	Private Individual Pumping Station	Each	4	\$ 17,500.00	\$ 70,000.00	4.00	\$ 70,000.00	0.00	\$ -	4.00	\$ 70,000.00	\$ -
11.1	Optional Remote Monitoring System	Each	4	\$ 3,000.00	\$ 12,000.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	\$ 12,000.00
12	2" Pressure Sewer	LF	351	\$ 35.00	\$ 12,285.00	474.00	\$ 16,590.00	0.00	\$ -	474.00	\$ 16,590.00	\$ (4,305.00)
13	4" PVC Pipe, 4-10 Depth	LF	1,953	\$ 57.00	\$ 111,321.00	1785.00	\$ 101,745.00	0.00	\$ -	1785.00	\$ 101,745.00	\$ 9,576.00
14	8" PVC Pipe, 4-10 Depth	LF	986	\$ 82.00	\$ 80,852.00	1120.00	\$ 91,840.00	0.00	\$ -	1120.00	\$ 91,840.00	\$ (10,988.00)
15	Pipe Tees, 4"x8" or 6"x8"	Each	15	\$ 500.00	\$ 7,500.00	15.00	\$ 7,500.00	0.00	\$ -	15.00	\$ 7,500.00	\$ -
16	Existing Service Line Reconnections to Main or MH	Each	28	\$ 1,500.00	\$ 42,000.00	9.00	\$ 13,500.00	36.00	\$ 54,000.00	45.00	\$ 67,500.00	\$ (25,500.00)
17	Cleanout over Existing Lateral	Each	56	\$ 1,500.00	\$ 84,000.00	54.00	\$ 81,000.00	0.00	\$ -	54.00	\$ 81,000.00	\$ 3,000.00
18	48" Manholes	Each	7	\$ 5,200.00	\$ 36,400.00	7.00	\$ 36,400.00	0.00	\$ -	7.00	\$ 36,400.00	\$ -
19	60" Manholes	Each	1	\$ 6,500.00	\$ 6,500.00	1.00	\$ 6,500.00	0.00	\$ -	1.00	\$ 6,500.00	\$ -
20	Filling Abandoned Structures	LS	1	\$ 20,000.00	\$ 20,000.00	0.00	\$ -	1.00	\$ 20,000.00	1.00	\$ 20,000.00	\$ -
21	Sewer Bypassing	LS	1	\$ 135,500.00	\$ 135,500.00	1.00	\$ 135,500.00	0.00	\$ -	1.00	\$ 135,500.00	\$ -
22A	60" Manhole Rehabilitation	Each	18	\$ 6,850.00	\$ 123,300.00	17.00	\$ 116,450.00	0.00	\$ -	17.00	\$ 116,450.00	\$ 6,850.00
22B	48" Manhole Rehabilitation	Each	11	\$ 4,500.00	\$ 49,500.00	11.00	\$ 49,500.00	0.00	\$ -	11.00	\$ 49,500.00	\$ -
23	Trench Resurfacing	SY	1,139	\$ 40.00	\$ 45,560.00	899.00	\$ 35,960.00	0.00	\$ -	899.00	\$ 35,960.00	\$ 9,600.00
24	3/4" Aggregate Base	Ton	2,453	\$ 21.00	\$ 51,513.00	4336.31	\$ 91,062.51	0.00	\$ -	4336.31	\$ 91,062.51	\$ (39,549.51)
25	Landscape Restoration	LS	1	\$ 10,500.00	\$ 10,500.00	0.90	\$ 9,450.00	0.10	\$ 1,050.00	1.00	\$ 10,500.00	\$ -
Approved Change Orders / Extra Work												
1	CO#1 (Realignment/Engineering C-8)	LS	1	\$ 10,480.00	\$ 10,480.00	1.00	\$ 10,480.00	0.00	\$ -	1.00	\$ 10,480.00	\$ -
2	CO#2 (Willamette Graystone Transformer)	LS	1	\$ 1,521.00	\$ 1,521.00	1.00	\$ 1,521.00	0.00	\$ -	1.00	\$ 1,521.00	\$ -
3	CO#3 (STS for Ponding at Willamette Graystone)	LS	1	\$ 5,550.00	\$ 5,550.00	1.00	\$ 5,550.00	0.00	\$ -	1.00	\$ 5,550.00	
4	CO#4 (Manhole Rehab Adjustment)	LS	1	\$ 13,050.00	\$ 13,050.00	1.00	\$ 13,050.00	0.00	\$ -	1.00	\$ 13,050.00	
TOTAL CHANGE ORDERS					\$ 30,601.00		\$ 30,601.00		\$ -		\$ 30,601.00	\$ -
ORIGINAL CONTRACT					\$ 1,733,482.00							
CURRENT CONTRACT					\$ 1,764,083.00							
TOTAL PREVIOUS PERIOD						\$ 1,533,626.81						
TOTAL THIS PERIOD								\$ 257,474.70				
TOTAL WORK TO DATE										\$ 1,791,101.51		\$ 27,018.51
LESS RETAINAGE						5%	\$ 76,681.34	5%	\$ 12,873.74	5%	\$ 89,555.08	
SUBTOTAL						\$ 1,456,945.47		\$ 244,600.96		\$ 1,701,546.43		
LESS: PREVIOUS PAYMENTS										\$ 1,456,945.47		
AMOUNT DUE THIS PERIOD										\$ 244,600.96		

RESOLUTION 22-02

A RESOLUTION ADOPTING THE 2022-2023 BUDGET AND MAKING APPROPRIATIONS

- 1 **BE IT RESOLVED** that the **ROSEBURG URBAN SANITARY AUTHORITY** adopts the Budget approved by the Budget Committee for Fiscal Year 2022-2023 now on file in the office of the Authority's Manager.
- 2 **BE IT RESOLVED** that the amount for the Fiscal Year beginning July 1, 2022, and for the purposes shown below are hereby appropriated as follows:

GENERAL FUND 01

Administration & Engineering	1,547,430
Treatment	3,080,100
Collection	1,768,834
Finance	686,920
Contingency	550,000
Transfers To Other Funds	717,000
Unappropriated Ending Fund Balance*	3,920,716
TOTAL:	12,271,000

COLLECTION SYSTEM EXPANSION FUND 03
--

Capital Outlay	986,520
Unappropriated Ending Fund Balance*	0
TOTAL:	986,520

<p align="center">INFRASTRUCTURE REPLACEMENT RESERVE FUND 04</p>

Capital Outlay	3,000,000
Unappropriated Ending Fund Balance*	0

TOTAL:	3,000,000
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<p align="center">TREATMENT PLANT EXPANSION FUND 06</p>
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Capital Outlay	630,320
Unappropriated Ending Fund Balance*	0

TOTAL:	630,320
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<p align="center">ASSET ACQUISITION AND REPLACEMENT FUND 07</p>
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Transfer to Other Funds	716,825
Unappropriated Ending Fund Balance*	3,160,975

TOTAL:	3,877,800
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<p align="center">PLANT EQUIPMENT REPLACEMENT FUND 10</p>
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Capital Outlay	1,872,000
Unappropriated Ending Fund Balance*	0

TOTAL:	1,872,000
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**Amounts Not Appropriated*

3 **BE IT RESOLVED** that the **ROSEBURG URBAN SANITARY AUTHORITY** certifies to the Douglas County Clerk this Resolution, and shall file a copy of the Budget as finally adopted.

ADOPTED and appropriated by the **ROSEBURG URBAN SANITARY AUTHORITY** at the Regular Monthly Board Meeting, June 8, 2022.

DATED: June 8, 2022

John W. Dunn
Chairman of the Board

James V. Baird
General Manager



INTEROFFICE MEMORANDUM

TO: ROSEBURG URBAN SANITARY AUTHORITY BOARD
FROM: JIM BAIRD, GENERAL MANAGER
SUBJECT: APPOINTMENT OF A BUDGET COMMITTEE MEMBERS

DATE: FRIDAY, JUNE 6, 2022

CC:

The Board appoints budget committee members for a three-year term. Position two and three on the committee are currently filled by Mike Jackson and Mike Baker.

Mike Jackson and Mike Baker have both agreed to continue to serve on the RUSA Budget Committee.

I would recommend that the Board appoint Mike Jackson to Position two on the RUSA Budget Committee and Mike Baker to Position three on the RUSA Budget Committee for new three year terms ending June 30, 2025.

GENERAL MANAGERS REPORT

Date: 6/01/22

To: Roseburg Urban Sanitary Authority, Board of Directors

From: James V. Baird, General Manager

Re: General Managers Informational Report to the Board

Hooker Road Rehabilitation Project

The Contractor has not completed all the minor correction work outlined in the punch list. We are working with them currently to schedule the lining company to finish the project. We are currently retaining \$81,406.14 until the work is complete.

New Chemical Feed Building

Rogers Engineering is completing the design and specifications. We will advertise the project for a June/July start date when the plans and specifications are complete.

Storm Drain Isolation Project WRF

i.e. Engineering has submitted 90% plans for review and comment. The staff has reviewed the plans and provided minor corrections. The tentative schedule anticipates requesting proposals from local contractors in mid-June and a request to award at the July Board meeting.

Chadwick Street Sewer Rehabilitation

i.e. Engineering has submitted 90% plans for review and comment. The staff has reviewed the plans and provided minor corrections. The tentative schedule sets the advertisement published in mid-June and closes on July 16th. Staff plans on presenting to the Board the bid results at their July Board meeting.

Atlanta Street Rehabilitation

i.e. Engineering has started the design of the project. The tentative schedule sets the advertisement published in mid-July and closes on August 4th. Staff plans on presenting to the Board the bid results at their August Board meeting.

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INTEROFFICE MEMORANDUM

TO: BOARD OF DIRECTORS
FROM: JIM BAIRD, GENERAL MANAGER
SUBJECT: PROFESSIONAL DEVELOPMENT
DATE: 6/01/22
CC:

Rick Cox, Andrew Blondell, Devin Freeman, Brandon Kitcher, and Nicholas Soule of the Collection Department along with John Bastianelli of the Engineering Department attended the annual Asbestos Awareness training.

Two employees of Green Area Water & Sanitary Authority also attended the training.

ROSEBURG URBAN SANITARY AUTHORITY

NEW DEVELOPMENTS AND PROJECTS

DEVELOPMENTS:

- Thyme Subdivision and sewer main extension– Sewer Mainline complete waiting on easements.
- Kenwood Tabor PUD- Construction has resumed, Sewer Main and Manhole Testing now complete.
- Sunshine Road Apartments and sewer main extension – work has been completed waiting on easements and testing.
- Ash Spring Apartments and sewer main extension – Sewer Work completed waiting on testing on easements.
- Back Nine Extension - Pipe and manholes installed. Waiting on Easements and TV inspection
- Hanna Heritage Plaza sewer main extension (Elmer's remodel and drive through coffee shop)
- Rosemary Subdivision and main extension (on hold)

PRELIMINARY DESIGN:

- Tabor – Military Avenue partition
- Library Siphon
- I&I Reduction Project – Manhole Rehabilitation, Winchester Basin
- Deer Creek sewer trunk line rehabilitation project – Phase I
- Replacement and Upgrade of pumps at Highland Pump Station
- Atlanta Street Main Extension
- Chadwick Mainline Extension

PROJECTS:

- Hooker Road Project – Project completion date February 20th, 2022.
- Chadwick sewer main extension.
- New Chemical Feed Building – WWTP
- New security fence – WWTP
- New security cameras – Administrative Office
- Atlanta

ROSEBURG URBAN SANITARY AUTHORITY

MAY 2022 STAFF REPORTS

COLLECTION DEPARTMENT:

- Completed 45 work orders.
- Completed CCTV and cleaning of 18,713 feet or 3.54 miles of mainline.
- Completed 124 manhole inspections.
- Constructed generator cover at Bourbon St. Lift Station.
- Cleaned Loma Vista and Keady Ct. Lift Stations.
- Installed 8" inside drop at Umpqua Dairy manhole.
- Repaired one manhole.
- Completed one tap for 1361 Troost.
- Completed semi-annual vector control.
- Completed monthly trouble spot inspections.
- Completed 200 underground utility locate requests.
- Completed quarterly safety inspections.

ENGINEERING DEPARTMENT:

- Issued 19 permits and 12 completed inspections.
- FOG Report:
 1. Following last month's report from Jacobs we have worked with Dutch Brothers, and they will be installing two interceptors in their Stephens Location.
 2. Dairy Queen has now pumped, and we are working closely with the owner to establish a better pumping schedule
 3. Back Side Brewing, is cleaning every two weeks
 4. Elmer's pumped
 5. Hampton Inn needs cleaned, working with management.
 6. Steelhead Run, Close to needing Pumped
 7. Wendy's Pumped after notification.
 8. Human Bean, working with management to get interceptors installed.

FINANCE DEPARTMENT:

- Vacancy Credits: 10 was processed for a total of \$3,450.00 in May.
- Credit cards/eChecks: 1295 payments totaling \$85,501.14 or approximately 15.0% of monthly billing was collected in May. 131 payments were received by voice response system, 42 payments received at the counter and 1122 on-line.
- Automatic Payments: 2,171 customer accounts are signed up. Received \$96,212.87 or approximately 16.9% of monthly billing.



TO: Jim Baird, General Manager-RUSA
FROM: Jade Mecham, Project Manager-Jacobs
DATE: June 2, 2022
SUBJECT: May 2022 Monthly Report

OPERATIONAL ACTIVITIES

- We met all permit parameters this month.
- The treatment facility averaged 98% BOD removal (estimate) 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 May 2022, was 273,000 KWHRS with a total Effluent flow of 128.57 million gallons all of which went to the NTS at Outfall 002. The May 2021 electrical consumption was 229,000 KWHRS with a total Effluent flow of 86.65 million gallons all of which went to the river at Outfall 001.
- Flow from the plant was sent to the Natural Treatment System the entire month.
- Quarterly biosolids samples were sent out for analysis, results pending.
- The #2 primary clarifier was taken out of service for the dry season.

PRETREATMENT ACTIVITIES

The following pretreatment inspections were completed in May:

- Dutch Brothers on NE Stewart Parkway: Using the sludge judge, the tank was about 10%.
- Burger King: The sludge judge showed their tank to be about 10% full.
- Rose Haven: Their interceptor was 35% full using the sludge judge.
- Sonic: Using the sludge judge showed the tank at 50% full.
- RUSA and Jacobs met with Umpqua Dairy to discuss a potential pretreatment system for FOG removal.

NATURAL TREATMENT SYSTEM (NTS)

- River flows were high enough to allow for the NTS system to operate in alternative treatment mode. Discharging came directly from the pond.
- The Eureka probes are placed in SW1, SW5, and SW6, to continuously monitor pH, Temp., and D.O.
- Associates continue to conduct repairs on the NTS sprinkler system.
- We are testing out the new sprinkler heads given to us by Nelson Irrigation.

MAINTENANCE ACTIVITIES

- The secondary gas valve replaced on the #1 hot water boiler.
- The new chopper pump installed at Highland pump station is now in service.
- The influent autosampler peristaltic head was replaced.

LABORATORY ACTIVITIES

- We are in our normal summer testing which requires: CBOD's 3 times a week, TSS 3 times a week, pH daily, Chlorine Residual Daily average, Ammonia 3 times week, E. Coli 3 times a week, Nitrate once a week, TKN once a week, and Total Phosphorus once a week.
- Also included for the summer is Total Phosphorus (PO4) for the NTS, which is sampled at SW1, SW5, and SW6 once a week and once a month at MW1.
- TKN and Nitrite-Nitrate are tested weekly for SW5.
- Ammonia is tested for at SW5 once a month.
- When discharging from the pond, we sample daily for PO4 at SW5.
- Number of Tests for permit: 129
- Eureka probes were calibrated and deployed at SW1, SW6, and SW5, on April 29th and on May 18th Probes were pulled, downloaded, recalibrated, and redeployed.
- On May 18th lab water was sampled and sent out to NRC.
- On May 23rd annual cleaning and calibration of balance and spectrophotometers was completed.

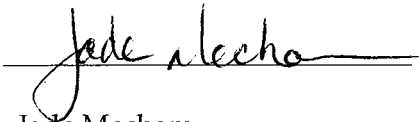
BIOSOLIDS

- Dewatered biosolids continue to be stored.
- One small biosolids site opened in May and few loads of dewatered were applied.
- The Freightliner slinger truck had 4 new tires installed.

UPCOMING EVENTS:

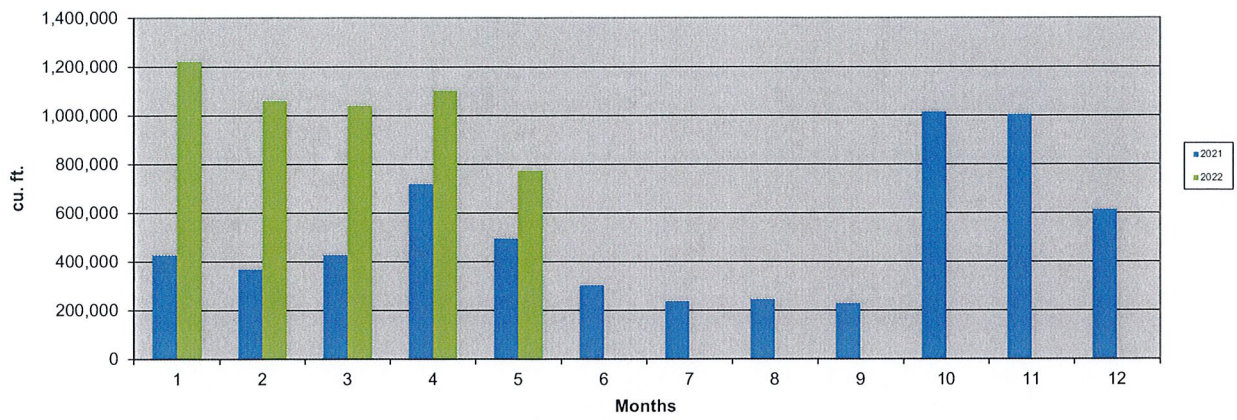
- We are awaiting the digester cleaning crew to arrive sometime in June, exact date to be determined.
- #2 Primary Clarifier will be used to store digester solids during digester cleaning.
- A secondary clarifier and aeration basin will be taken off-line for the summer season.
- Additional biosolids sites will open as hay crops are removed.

Enclosures: Boiler/Flare Gas Usage graphs
 Influent TSS/BOD and Effluent Flow Graphs
 12 Month Moving Avg.
 New Chopper Pump for Highland Station

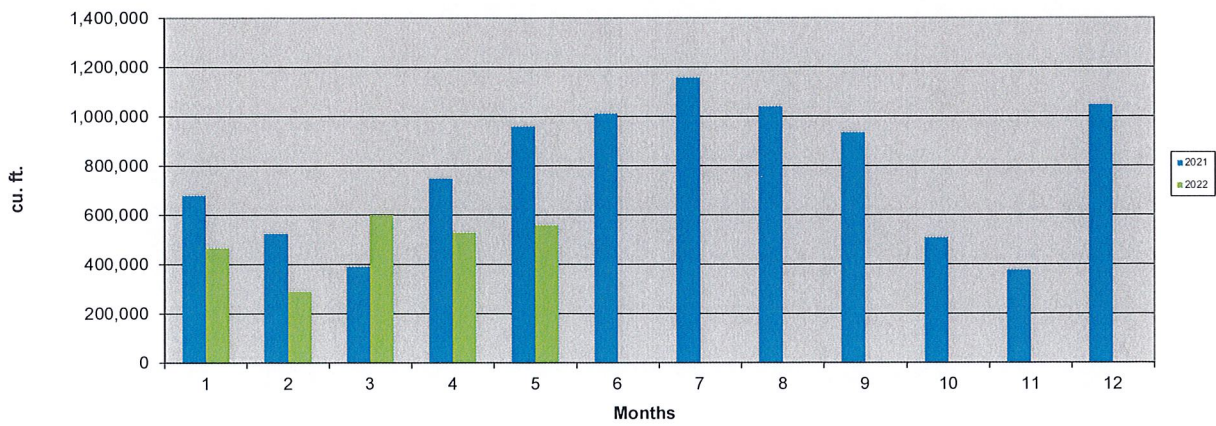
A handwritten signature in black ink, reading "Jade Mecham", is written over a horizontal line.

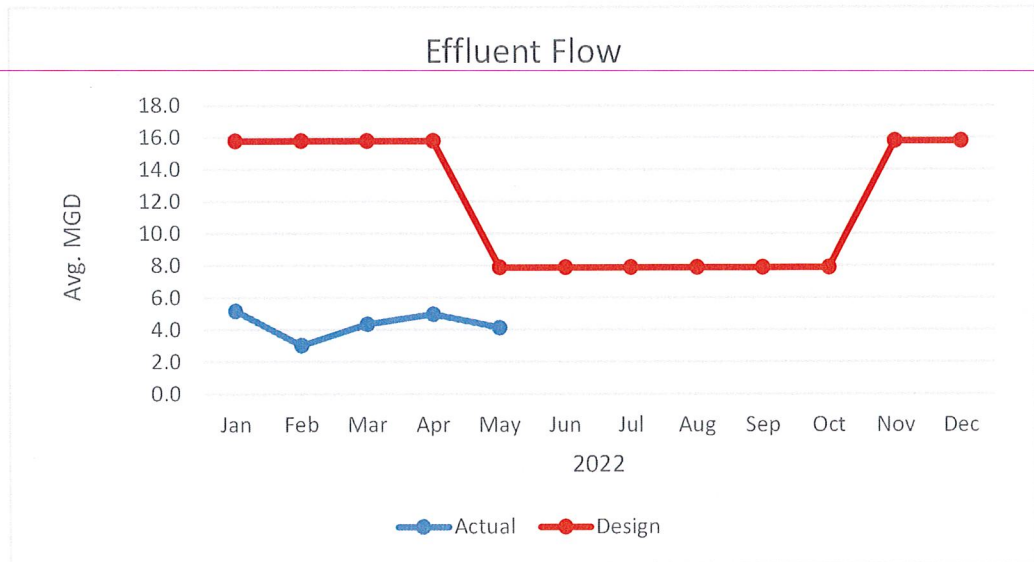
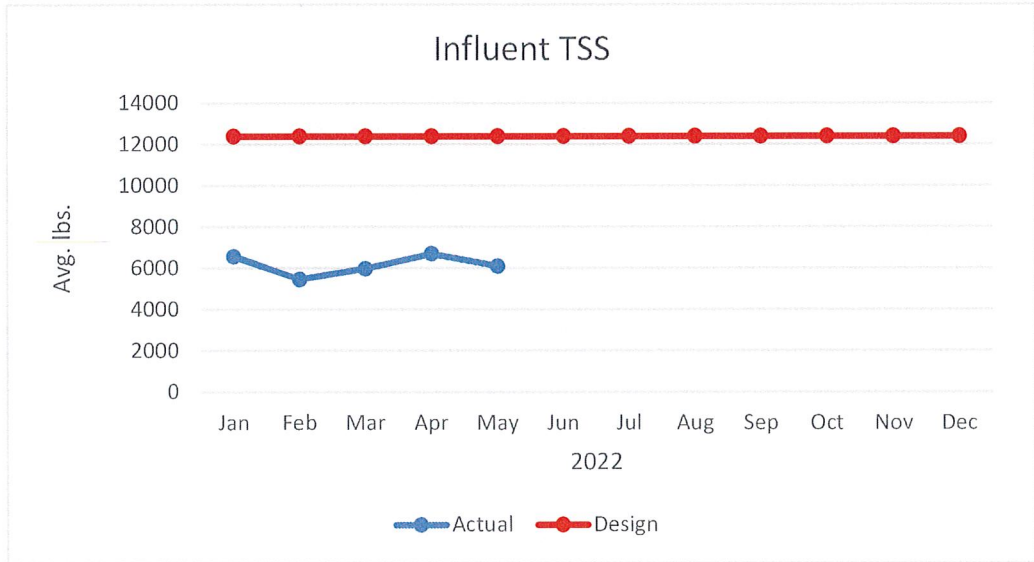
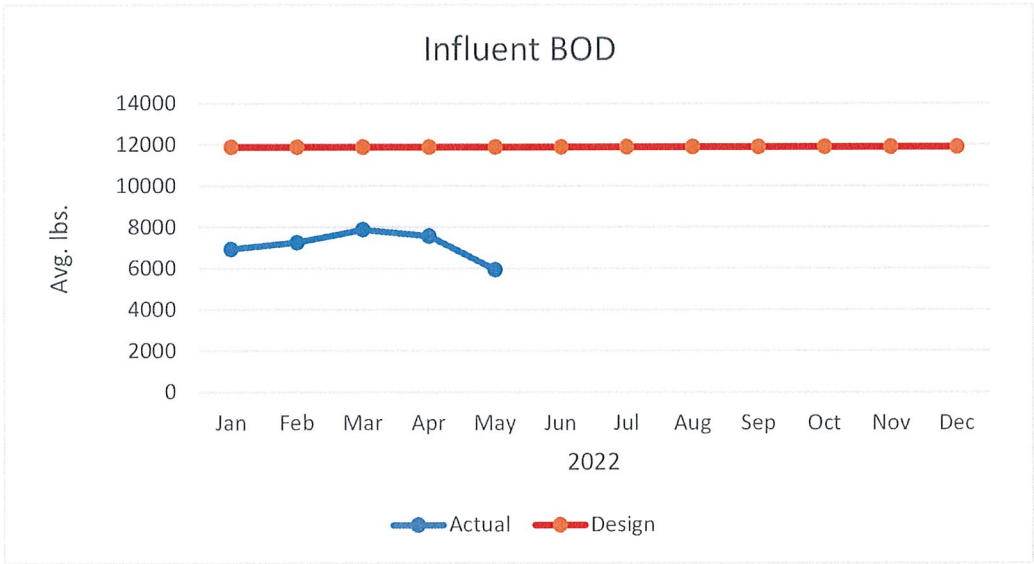
Jade Mecham
Project Manager

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-21	2.79	5551	4735
Jun-21	3.01	5334	4837
Jul-21	2.81	4741	4362
Aug-21	2.72	4356	4254
Sep-21	2.97	4451	4126
Oct-21	3.24	5795	5301
Nov-21	3.58	7231	5331
Dec-21	5.63	7882	6154
Jan-22	5.19	6944	6572
Feb-22	3.04	7278	5474
Mar-22	4.36	7897	5993
Apr-22	4.98	7584	6709
May-22	4.15	5960	6118

SUM	48.47	81004	69966
AVE	3.73	6231	5382
MAX	5.63	7897	6709
MIN	2.72	4356	4126

New Chopper Pump for the Highland Station



For years now it has been a major issue of rags clogging the Highland pumps. Two different times in the past, clogging became a catastrophic pump failure. Weekly these pumps would have to be de-ragged and on occasion would have to pull the pump to even get the rags removed. A search for a pump that could deal with the rags resulted in the new pump shown in the pictures. The Crane Demings Chopper pump fit the bill, the chopper pump chops up rags and debris into smaller pieces that pass through the pump rather than hanging up in the pump. Another advantage of the smaller chopped up pieces, is it won't settle out downstream as easy and will stay suspended in the flow until it gets to the plant where it can be removed. This first pump was given to RUSA as a Beta test pump and is ours to keep after the Beta testing is done.

CASH DISBURSEMENT RECAP BOARD MEETING JUNE 8, 2022

Cash Disbursements Since the Last Board Meeting

All Funds:

Total of Prepaid Checks & ACH Transactions	97,970.30
Total of Regular Checks & ACH Transactions	<u>193,773.34</u>

Total Expenditures (not including Payroll)	<u>291,743.64</u>
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Payroll:

Net Payroll - May 31, 2022	65,057.93
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All Checks & ACH Transactions since the Board Meeting of May 11, 2022	<u>356,801.57</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	02669	PERS Deposit	05/12/2022	
	APRIL 22 PR	PR Batch 00001.04.2022 PERS - Not W/Held	PR Batch 00001.04.2022 PER	9,369.79
	APRIL 22 PR	PR Batch 00001.04.2022 OPSRP-Not W/Held	PR Batch 00001.04.2022 OPS	10,175.55
	APRIL 22 PR	PR Batch 00001.04.2022 PERS W/Held	PR Batch 00001.04.2022 PER	5,168.17
	APRIL 22 PR	PR Batch 00001.04.2022 PERS Pick-Up	PR Batch 00001.04.2022 PER	906.24
Total for this ACH Check for Vendor 02669:				25,619.75
Total for 5/12/2022:				25,619.75
ACH	ASIFLEX	ASIFlex	05/31/2022	
	MAY 22 PR	PR Batch 00001.05.2022 Flexible Spending Acco	PR Batch 00001.05.2022 Flex	1,111.51
Total for this ACH Check for Vendor ASIFLEX:				1,111.51
ACH	DNB	Internal Revenue Service	05/31/2022	
	MAY 22 PR	PR Batch 00001.05.2022 Federal Income Tax	PR Batch 00001.05.2022 Fed	7,733.96
	MAY 22 PR	PR Batch 00001.05.2022 Medicare - Employee	PR Batch 00001.05.2022 Med	1,410.00
	MAY 22 PR	PR Batch 00001.05.2022 FICA - Employee	PR Batch 00001.05.2022 FIC	6,028.85
	MAY 22 PR	PR Batch 00001.05.2022 Medicare - Employer	PR Batch 00001.05.2022 Med	1,410.00
	MAY 22 PR	PR Batch 00001.05.2022 FICA - Employer	PR Batch 00001.05.2022 FIC	6,028.85
Total for this ACH Check for Vendor DNB:				22,611.66
ACH	OR-Rev	Oregon Dept. of Revenue	05/31/2022	
	MAY 22 PR	PR Batch 00001.05.2022 Oregon W/Held	PR Batch 00001.05.2022 Ore	5,848.92
Total for this ACH Check for Vendor OR-Rev:				5,848.92
ACH	CENTURY	CenturyLink	05/31/2022	
	May 22 Fx/Alm	Analog phone line for fax, alarm		143.08
	May 22 NTS	Analog phone line for NTS Gate		62.86
Total for this ACH Check for Vendor CENTURY:				205.94
50874	CIS INS	CIS Trust	05/31/2022	
	MAY 22 PR	PR Batch 00001.05.2022 Voluntary Life Insuran	PR Batch 00001.05.2022 Vol	360.21
	MAY 22 PR	PR Batch 00001.05.2022 Life Insurance - er	PR Batch 00001.05.2022 Vol	95.05
	MAY 22 PR	PR Batch 00001.05.2022 Life Insurance - Spous	PR Batch 00001.05.2022 Vol	163.43
	MAY 22 PR	PR Batch 00001.05.2022 CCIS Insurance Long-	PR Batch 00001.05.2022 Vol	153.05
	MAY 22 PR	PR Batch 00001.05.2022 Medical Ins w/RX	PR Batch 00001.05.2022 Vol	27,379.85
	MAY 22 PR	PR Batch 00001.05.2022 Accident Insurance	PR Batch 00001.05.2022 Vol	134.46
	MAY 22 PR	PR Batch 00001.05.2022 Dental & Vision	PR Batch 00001.05.2022 Vol	2,626.57
	MAY 22 PR	PR Batch 00001.05.2022 CCIS Insurance AD&I	PR Batch 00001.05.2022 Vol	16.24
	MAY 22 PR	PR Batch 00001.05.2022 Critical Illness Insuran	PR Batch 00001.05.2022 Vol	54.00
	MAY 22 PR	PR Batch 00001.05.2022 Voluntary Dependent I	PR Batch 00001.05.2022 Vol	29.26
	MAY 22 PR	PR Batch 00001.05.2022 Hospital Indemnity	PR Batch 00001.05.2022 Vol	96.50
	MAY 22 PR	PR Batch 00001.05.2022 Identity Protection	PR Batch 00001.05.2022 Vol	99.70
	MAY 22 PR	PR Batch 00001.05.2022 Short-Term Disability	PR Batch 00001.05.2022 Vol	135.17

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	MAY 22 PR	PR Batch 00001.05.2022 Trauma	PR Batch 00001.05.2022 Volt	35.00
			Total for Check Number 50874:	31,378.49
50875	PEBSCO MAY 22 PR	Nationwide Retirement Solutions PR Batch 00001.05.2022 Nationwide-Deferred C	05/31/2022 PR Batch 00001.05.2022 Nati	5,075.00
			Total for Check Number 50875:	5,075.00
50876	PNW PPRC FOGFORUM	Pacific Northwest Pollution Prevention Res Registration for FOG Forum-Greg	05/31/2022	150.00
			Total for Check Number 50876:	150.00
50877	TEKMAN 79041 79420 79420 79420 79420 79420 79445	TEKMANAGEMENT, INC. Office 365 Visio for Jim-12 month Encryption of laptops DNS Filter (security) Security awareness training Backup & Recovery Services Server Maint & monitoring Professional services	05/31/2022	171.00 49.50 40.00 25.65 565.00 1,459.75 115.50
			Total for Check Number 50877:	2,426.40
50878	USPS May 2022	US Postal Service Postage for June Utility Bills	05/31/2022	2,892.73
			Total for Check Number 50878:	2,892.73
50879	VERIZON 9906495249	Verizon Wireless Wireless phone services	05/31/2022	649.90
			Total for Check Number 50879:	649.90
			Total for 5/31/2022:	72,350.55
			Report Total (11 checks):	97,970.30

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	STAPLES	Staples Credit Plan	06/08/2022	
	3066211391	Binding combs, presentation covers		65.96
	3073556531	Office supplies after rebates		0.05
	3073677631	Office supplies after rebates		0.02
Total for this ACH Check for Vendor STAPLES:				66.03
50880	WP	Avista Utilities	06/08/2022	
	May 2022	Natural gas service		82.93
Total for Check Number 50880:				82.93
50881	BANNERMC	BANNER BANK	06/08/2022	
	AB 050922	Safeway - Snacks for Asbestos class		8.00
	AB 052622	Safeway - Snacks for Asbestos class		8.00
	BK 050522	Lowes - 20x30 Tarp		120.00
	DF 050622a	Network Solutions - Renewal for our 3 domains		27.32
	DF 050622b	Network Solutions - Renewal for our 3 domains		464.49
	DF 050922	Amazon - Assorted USB cables		21.98
	DF 051122	Indigo Software Co - Windows 10 Pro for Test E		59.99
	DF 051622	Zoom - Electronic meeting software		93.99
	DF 052722	Amazon - Replacement camera for lobby		59.99
	HW 050422	Abby's - Lunch for budget committee meeting		190.28
	HW 051122	Safeway - Snack for board meeting		15.10
	HW 051622	Mignola Farms - Hanging flower baskets for adn		210.00
	HW 052622a	Amazon - Desk fan for Harmony		39.99
	HW 052622b	Safeway - Team building snacks		35.00
	JJB 050422a	Oregon Tool - Air hose		36.95
	JJB 050422b	Harbor Freight - Tire inflator		9.99
	JJB 051322	Lowes - Disposable gloves		26.98
	KB 051622	Harbor Freight - Drill bits		3.98
	RC 051222a	Apex - Light bulbs		19.18
	RC 051222b	Walmart - Trailer plug adapter for 2019 F450		9.84
	RC 051722	Pizza Palace - UBOS lunch - RC AB BK DF KB		64.93
	SL 052522	Lithia Ford - CCTV Van maintenance		388.85
Total for Check Number 50881:				1,914.83
50882	BHEC	Bassett-Hyland Energy Company	06/08/2022	
	CL06802-IN	Fuel usage 5/1 - 5/15		1,093.24
	CL07184-IN	Fuel usage 5/16 - 5/31		1,496.43
Total for Check Number 50882:				2,589.67
50883	Chytka	Chytka Pest Control LLC	06/08/2022	
	145828	Monthly pest control services		40.00
	146127	Monthly pest control service		40.00
Total for Check Number 50883:				80.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
50884	WATER May 2022 Admin	City of Roseburg Water service for Admin office	06/08/2022	219.96
Total for Check Number 50884:				219.96
50885	DRAUTO 024095 024103	D & R Auto & Truck Supply Corp Cleaning supplies Cleaning supplies	06/08/2022	5.99 10.88
Total for Check Number 50885:				16.87
50886	F3B CONS 4004	F3B Construction LLC New sign for payment drop box	06/08/2022	10.00
Total for Check Number 50886:				10.00
50887	FLURY F 7396	Flury Supply Company Backhoe repair hoses/fittings	06/08/2022	97.64
Total for Check Number 50887:				97.64
50888	EDURED1 R18452	Curtis & Leann Frosland EDU Reduction from 2 to 1 at 179 Fairacres Ln	06/08/2022	10.00
Total for Check Number 50888:				10.00
50889	GRAPHDIM 3853	Graphic Dimensions, Inc. Cut utility bills to mailing size	06/08/2022	37.30
Total for Check Number 50889:				37.30
50890	HANDY 117012	Handyman Hardware Bolts for dairy manhole	06/08/2022	11.60
Total for Check Number 50890:				11.60
50891	ICONIX U2216022177	ICONIX WATERWORKS INC Double bell repair couplings for stock	06/08/2022	382.68
Total for Check Number 50891:				382.68
50892	Jacobs 351289-056	Jacobs Engineering Group Inc Professional services per agreement	06/08/2022	129,684.00
Total for Check Number 50892:				129,684.00
50893	COASTAL F33269 X75150	John Deere Financial f.s.b. Jacket for Jade as going away present Weed killer	06/08/2022	111.99 495.95
Total for Check Number 50893:				607.94
50894	UB*00056	RANDEL LIVINGOOD Refund Check	06/08/2022	30.00
Total for Check Number 50894:				30.00
50895	LOWES 22340	Lowes T Posts	06/08/2022	19.64
Total for Check Number 50895:				19.64
50896	NEWS-REV	The News-Review	06/08/2022	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	75941	Notice of Budget Hearing		318.75
			Total for Check Number 50896:	318.75
50897	DEQ WQ23WSC-0101a WQ23WSC-0101b	Oregon DEQ Wastewater System Op Cert 07/01/22 - 06/30/23 Wastewater System Op Cert 07/01/22 - 06/30/23	06/08/2022	920.00 920.00
			Total for Check Number 50897:	1,840.00
50898	OR-LIN 796245 801845	Oregon Linen, Inc. Laundry & mat service Laundry & mat service	06/08/2022	44.34 63.95
			Total for Check Number 50898:	108.29
50899	PAC AIR i9904	Pacific Air Comfort, Inc. Semi-annual HVAC maintenance	06/08/2022	912.48
			Total for Check Number 50899:	912.48
50900	Premium 24843	Premium Landscape, Inc. Monthly landscape services	06/08/2022	180.25
			Total for Check Number 50900:	180.25
50901	REFUND Ovepayment	Priest Revocable Living Trust Refund - \$60 for 73001078 and \$120 for 730107	06/08/2022	180.00
			Total for Check Number 50901:	180.00
50902	SAFEDIR 10374	Safety Directions, LLC Asbestos Supervisor Refresher Class - Kyle	06/08/2022	783.94
			Total for Check Number 50902:	783.94
50903	SIERRASP 21794341 052822	Sierra Springs Bottled water delivery	06/08/2022	117.70
			Total for Check Number 50903:	117.70
50904	SHRED-IT 8001586151	Stericycle, Inc. Monthly shredding services	06/08/2022	78.14
			Total for Check Number 50904:	78.14
50905	UMPQUARF 54702 54892 54930 54966 55006 55037	Umpqua Quarries, LLC Gravel at WWRF Gravel at WWRF Gravel at WWRF Gravel at WWRF Gravel at WWRF Crushed rock for WRF	06/08/2022	1,014.92 514.07 308.54 1,089.96 1,231.42 586.29
			Total for Check Number 50905:	4,745.20
50906	UNDER 1180	Underground Technologies LLC Rehab Manholes in Winchester	06/08/2022	48,000.00
			Total for Check Number 50906:	48,000.00
50907	YAEGER P 24226	Yaeger's Plumbing, Inc. Replace toilet in ladies' restroom	06/08/2022	647.50

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 50907:				647.50
Total for 6/8/2022:				193,773.34
Report Total (29 checks):				193,773.34