



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

## **REGULAR MONTHLY BOARD MEETING**

**June 9, 2021**

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

**June 9<sup>th</sup>, 2021  
RUSA Board Room  
4:00 p.m.**

#### **NOTICE**

The June 9<sup>th</sup> Board meeting will be held at RUSA's Administrative office. Public in-person attendance is not allowed by the Governor's restrictions. The Board Meeting will be broadcast by Zoom® Meeting. Public attendance via Zoom® will be arranged by contacting the Administrative Office at 541.672.1551. The link to the meeting will be posted on Roseburg Urban Sanitary Authority's web site, [rusa-or.org](http://rusa-or.org)

#### **AGENDA REGULAR MONTHLY BOARD MEETING**

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##### **Board of Directors**

John Dunn, Chair  
David Campos

Kelsey Wood

Rob Lieberman, Vice Chair  
Jerry Griesse

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- 1. Call to Order – John Dunn, Board Chair**
- 2. Roll Call**
- 3. Consider Minutes**
  - a. May 5<sup>th</sup>, 2021, Budget Committee Meeting
  - b. May 12<sup>th</sup>, 2021, Board Meeting
- 4. Public Hearing**
  - a. Public hearing to discuss the Roseburg Urban Sanitary Authority proposed Budget for the Fiscal Year 2021-2022 as approved by the Budget Committee on May 5<sup>th</sup>, 2021.
- 5. Resolution No. 21-03 Adopting the 2021-2022 Budget and Making Appropriations**
- 6. General Managers' Report**
  - a. Hooker Road Rehabilitation Project
  - b. Douglas Avenue Project, City of Roseburg
  - c. American Rescue Plan Act project list
- 7. Executive Session, Vacation of Right-of-Way, and property transaction**
- 8. New Development**
- 9. Staff Report**
- 10. Jacobs Plant Operations Report**
- 11. Accounts Payable**
- 12. 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**  
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**BUDGET COMMITTEE MEETING**  
**ROSEBURG URBAN SANITARY AUTHORITY**

The Budget Committee Meeting was called to order at 11:30 a.m. on May 5, 2021. Due to Oregon Executive Order No. 20-12, the May 5<sup>th</sup> Budget Committee Meeting was conducted by electronic communication with limited in person attendees. The Meeting was 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:**

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

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. Marc Chirrick seconded the motion.  
The motion passed unanimously.
- **Budget Committee Secretary:** John Dunn nominated Kelsey Wood as the Budget Committee Secretary. Mike Jackson seconded the motion.  
The motion passed unanimously.

The Budget Message for the fiscal year 2021-2022 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 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 Budget Committee members on the four General Fund Departments as well as the seven Other Funds. In addition, there was a brief discussion of long-term systems replacement, and that current funding is inadequate to keep up with anticipated future needs. No rate increase is proposed for the 2021-2022 Budget as submitted but will need to be a discussion based on the expected future needs of the current system.

At this time, the Budget Committee considered the budget in its entirety, and the public was invited to comment. The Budget Committee discussed the possible benefits of extending the vehicle replacement schedule. The Committee also discussed the cost for staff to continue their education and maintain certifications, as well as the travel expenses associated with this continued education.

No public comment was made.

Ron Thames made a motion to recommend the RUSA Board of Directors approve the 2021-2022 Budget, as presented.

Rob Lieberman seconded the motion.

There being no further business to come before the Budget Committee, the meeting adjourned at 12:47 p.m.

Respectfully submitted,



Kelsey Wood  
Budget Committee Secretary



**Roseburg Urban Sanitary Authority**  
1297 N.E. Grandview Drive  
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**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 12, 2021 at 1297 NE Grandview. The Board Meeting was also broadcast by Zoom® Meeting.

**ROLL CALL**

**Directors**

**Present:** Board Chair John Dunn, Kelsey Wood and David Campos

**Absent:** Rob Lieberman and Jerry Griese

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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 April 14, 2021 Regular Monthly Board Meeting Minutes.**

Kelsey Wood moved to approve the minutes for the April 14, 2021 Roseburg Urban Sanitary Authority Regular Monthly Board Meeting.

David Campos seconded the motion.

The motion passed unanimously.

**Amendment No. 16 to Agreement for Wastewater Facilities Operations**

Staff presented Amendment No. 16 to the Agreement for Wastewater Facilities Operations, Maintenance and Management Services for the Roseburg Urban Sanitary Authority.

David Campos moved to approve Amendment No. 16 to Agreement for Wastewater Facilities Operations.

Kelsey Wood seconded the motion.

The motion passed unanimously.

**General Managers Report**

**Hooker Road Rehabilitation Project**

The project notice of award and notice to proceed will be given to Cradar Enterprises Inc. June 14, 2021. A Preconstruction meet will be held shortly after the notices.

### Douglas Avenue Project

Century West Engineering has completed the 100% plans and specifications for the project. The City has submitted the Douglas Avenue project as part of a list of projects for consideration in the American Rescue Plan Act for funding.

### American Rescue Plan Act

Representative Gary Leif has submitted a list from agencies in his district that could be funded by the American Rescue Plan Act (ARPA). The Federal Stimulus Package identified \$2.3 billion in funds that will be coming to Oregon for capital construction projects.

The direct funding to cities and county has been allocated to Oregon cities and counties, this funding is not part of the legislatively allocated portion of the ARPA that Representative Leif requested on RUSA's behalf.

Special Districts Association of Oregon has led an email campaign to Governor Brown, Senate President Peter Courtney, and Speaker of the House Tina Kotek to include special districts in consideration for ARPA funding. I participated in this effort by sending a letter to the Governor and the leaders of the Senate and House.

### Jacobs Plant Operations Report

Jade Mecham reported the treatment facility averaged 96% BOD removal and 97% Total Suspended Solids removal during April. The total Effluent flow was 91.648 million gallons.

### Accounts Payable

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

The motion to approve Accounts Payable Report and Addendum as presented passed unanimously.

### Other Business

None.

Respectfully submitted,



Harmony Williams  
Office Assistant

## RESOLUTION 21-03

### A RESOLUTION ADOPTING THE 2021-2022 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 2021-2022 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, 2021, and for the purposes shown below are hereby appropriated as follows:

<b>GENERAL FUND 01</b>
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Administration & Engineering	1,315,000
Treatment	2,310,000
Collection	1,439,700
Finance	522,750
Contingency	550,000
Transfers To Other Funds	1,555,400
Unappropriated Ending Fund Balance*	3,966,750
<b>TOTAL:</b>	<b>11,659,600</b>

<b>DIAMOND LAKE LID FUND 02</b>
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Transfers to Other Funds	25,000
Unappropriated Ending Fund Balance*	0
<b>TOTAL:</b>	<b>25,000</b>

<b>COLLECTION SYSTEM EXPANSION FUND 03</b>
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Capital Outlay	512,477
Unappropriated Ending Fund Balance*	0

<b>TOTAL:</b>	<b>512,477</b>
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<b>INFRASTRUCTURE REPLACEMENT RESERVE FUND 04</b>
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Capital Outlay	2,500,000
Unappropriated Ending Fund Balance*	0

<b>TOTAL:</b>	<b>2,500,000</b>
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<b>TREATMENT PLANT EXPANSION FUND 06</b>
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Capital Outlay	382,266
Unappropriated Ending Fund Balance*	0

<b>TOTAL:</b>	<b>382,266</b>
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<b>ASSET ACQUISITION AND REPLACEMENT FUND 07</b>
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Transfer to Other Funds	0
Unappropriated Ending Fund Balance*	2,788,200

<b>TOTAL:</b>	<b>2,788,200</b>
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<p align="center"><b>PLANT EQUIPMENT REPLACEMENT FUND 10</b></p>
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Capital Outlay	1,400,000
Unappropriated Ending Fund Balance*	0
<b>TOTAL:</b>	<b>1,400,000</b>

<p align="center"><b>ADMINISTRATION BUILDING FUND FUND 11</b></p>
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Capital Outlay	0
Transfers to Other Funds	35,000
Unappropriated Ending Fund Balance*	0
<b>TOTAL:</b>	<b>35,000</b>

*\*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 9, 2021.

**DATED: June 9, 2021**

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**John W. Dunn**  
**Chairman of the Board**

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**James V. Baird**  
**General Manager**

## GENERAL MANAGERS REPORT

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Date: 6/04/21  
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 pre-construction meeting will be held on June 8<sup>th</sup>. Cradar Enterprises is tentatively scheduled to begin construction June 21<sup>st</sup>.

### **Douglas Avenue Project**

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

The city has submitted the Douglas Avenue project as part of a list of projects for consideration in the American Rescue Plan Act for funding.

### **American Rescue Plan Act**

We have submitted our list of projects for potential funding, and we are waiting for the legislature to allocate the funds.

## **ROSEBURG URBAN SANITARY AUTHORITY**

### **NEW DEVELOPMENTS AND PROJECTS**

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#### **DEVELOPMENTS:**

- Thyme Subdivision – Sewer Mainline almost complete.
- Kenwood Tabor PUD- Construction has resumed.

#### **PRELIMINARY DESIGN:**

- Loma Vista Pump Station Improvement Study
- Tabor – Military Avenue partition
- Rosemary Subdivision
- Sunshine Apartments
- Additional development at Hana Heritage Plaza

#### **PROJECTS:**

- Hooker Road Project – Notice to Proceed will be issued in June to CRADAR.

# ROSEBURG URBAN SANITARY AUTHORITY

## MAY 2021 STAFF REPORTS

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### COLLECTION DEPARTMENT:

- Completed 21 work orders.
- Completed CCTV and cleaning of 22,446 feet or 4.3 miles of mainline.
- Completed annual cleaning of 13,491 feet or 2.6 miles of mainline.
- Cleaned 2 lift station wet wells (Highland & Keady Ct.).
- Completed brush control WO for 103 manholes.
- Completed one mainline tap.
- Completed 73 manhole inspections.
- Completed monthly trouble spot inspections.
- Completed sound level testing for new equipment with SDAO, follow up dosimeter testing will be required for Camel combination machine.
- Built 5 check dams and restored ditch line in 3L at the NTS.
- Completed 229 underground utility locate requests.

### ENGINEERING DEPARTMENT:

- Issued 15 permits and completed 8 inspections.
- Removed last house from Mainline in Cascade Community Credit Union Parking Lot
- Tree Removal at NTS
- Hooker Road project notice to proceed to be issued in June to Cradar
- FOG Report:
  - 1) El Dorado- issued a Notice of Violation - they are working with a plumber.
  - 2) Wendy's was given a Notice of Violation - now working on new interceptor.

### FINANCE DEPARTMENT:

- Vacancy Credits: 6 were processed for a total of \$2,075.00 in May.
- Credit cards/eChecks: 1024 payments totaling \$56,028.99 or approximated 10.0% of monthly billing was collected in May. 94 payments were received by voice response system, 0 payment received at the counter and 930 on-line.
- Automatic Payments: 2,096 customer accounts are signed up. Received \$93,056.01 or approximately 16.7% of monthly billing.



TO: Jim Baird, General Manager-RUSA  
FROM: Jade Mecham, Project Manager-Jacobs  
DATE: June 3, 2021  
SUBJECT: May 2021 Monthly Report

### **OPERATIONAL ACTIVITIES**

- We met all permit parameters this month.
- The treatment facility averaged 98% CBOD removal and 94% 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 2021, was 229,000 KWHRS with a total Effluent flow of 86.646 million gallons all of which went to the NTS at Outfall 002. The May 2020 electrical consumption was 202,000 with a total Effluent flow of 98.66 million gallons all of which went to the NTS at Outfall 002.
- Biosolids were hauled to a site in Lookingglass.
- All effluent flow was sent to the Natural Treatment System starting this month.

### **PRETREATMENT ACTIVITIES**

- The following pretreatment inspections were completed in May:
- Umpqua Dairy: Their inspection pH test was in the acceptable range.
- FCC Furniture: The effluent was sampled and sent to an outside lab for analysis.
- Rodeo Steakhouse: Their sample box to the interceptor was in satisfactory condition.
- Dutch Brothers on Stewart Parkway: No change since the previous month, notified RUSA.
- T-Mart: The outfall at the clean out looked OK.

### **NATURAL TREATMENT SYSTEM (NTS)**

- Start up on the irrigation system began this month and repairs in all zones took place.
- Some direct discharge from the pond took place however it was a lot less than previous years due to low flow in the river.
- Monitoring probes were deployed in the river and NTS to monitor pH, D.O. and Temperature.
- Mr. Riggs called in Steve Renquist (OSU Extension Horticulture Agent) with concerns that our spraying activities has affected some of his fig trees. Oregon Department of Agriculture has come to the property and taken tissue samples from plants on his property and RUSA property. They will have results in 1 to 2 weeks. The closest we sprayed to the affected trees is about 1,000'.

## **LIFT STATIONS**

- Total Flow from all Lift Stations for the month - 61 Million Gallons
- Average Daily Flow from all Lift Stations per day - 2.2 Million Gallons

## **MAINTENANCE ACTIVITIES**

- Replaced the compressor for the HVAC system at the NTS
- Rebuilt the inlet valve for the #2 Primary Sludge Pump.
- Installed two new air release valves for the Boiler water system.
- Rebuilt the Building heat hot water pump.
- Replaced the piping for the pressure relief valve on the #2 Boiler.
- Replaced the fuel transfer pump for the shop truck.
- Installed a Lag pump switch for the south bank station.
- Repaired 46 sprinklers at the NTS.
- Replaced the #2 VFD at Winchester station. (see attachment).

## **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.
- The Eureka probes are placed in SW1, SW5, and SW6, to continuously monitor pH, Temp., and D.O.
- 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.
- 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: 135
- Eureka probes were calibrated and deployed at SW1, SW6, and SW5, on April 30th and on May 18th Probes were pulled, downloaded and recalibrated and redeployed.
- On May 26th lab water was sampled and sent out to NRC.

## **BIOSOLIDS**

- Dewatered biosolids were hauled to one site in Lookingglass this month with the Freightliner slinger truck.

## **PERSONNEL/COMMUNITY SERVICE ACTIVITIES**

- Nothing to report.

## UPCOMING EVENTS

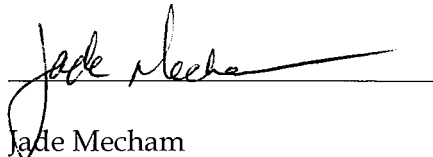
### OPERATIONS/NTS:

- We will begin slowing pond discharge to a stop at the beginning of June because of river flows and assimilation of phosphorus.
- We will begin application of liquid biosolids to hay fields.

### MAINTENANCE:

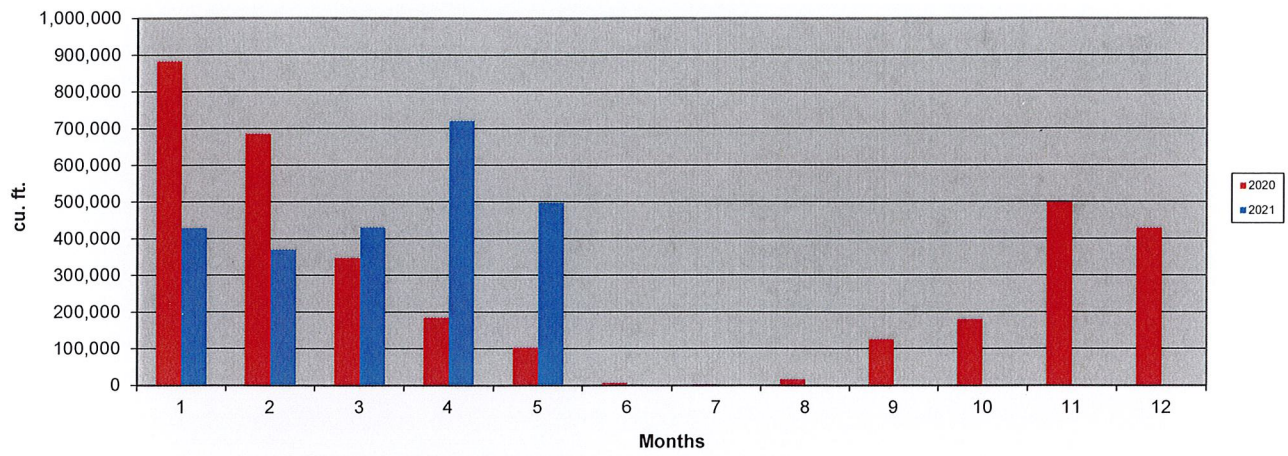
- Rebuild the ODS (primary sludge pump).
- Replaced both Influent screening level sensors.
- Remove the old containment wall in the Pretreatment Building.

Enclosures:      Boiler/Flare Gas Usage graphs  
                     Influent TSS/BOD and Effluent Flow Graphs  
                     12 Month Moving Avg.  
                     Winchester VFD

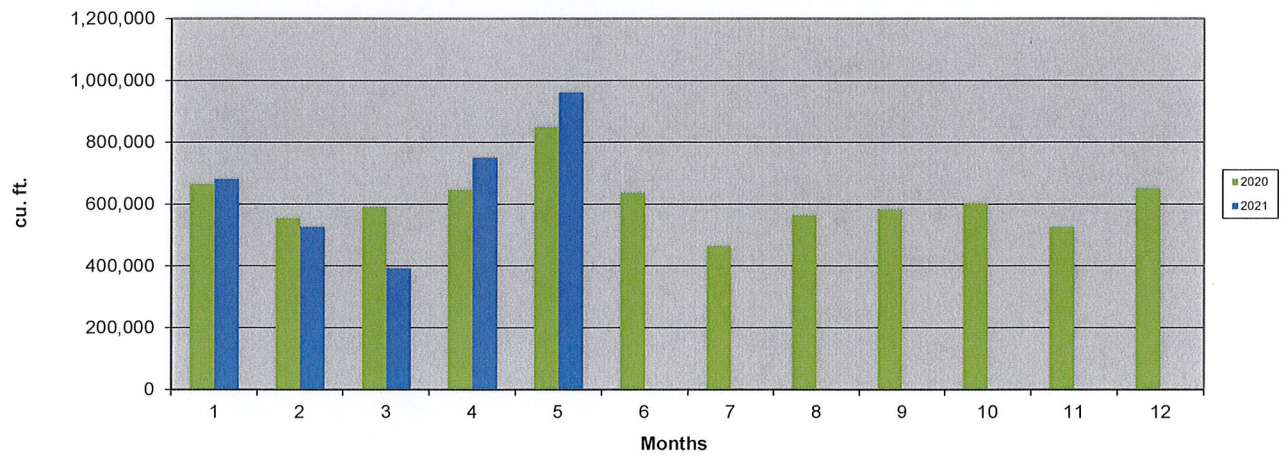


Jade Mecham  
Project Manager  
Jacobs

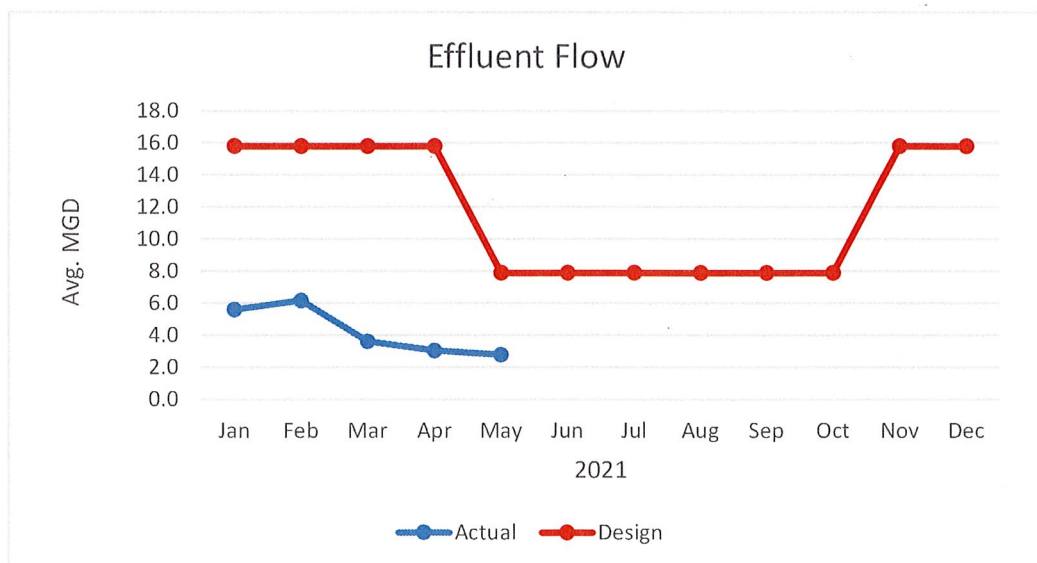
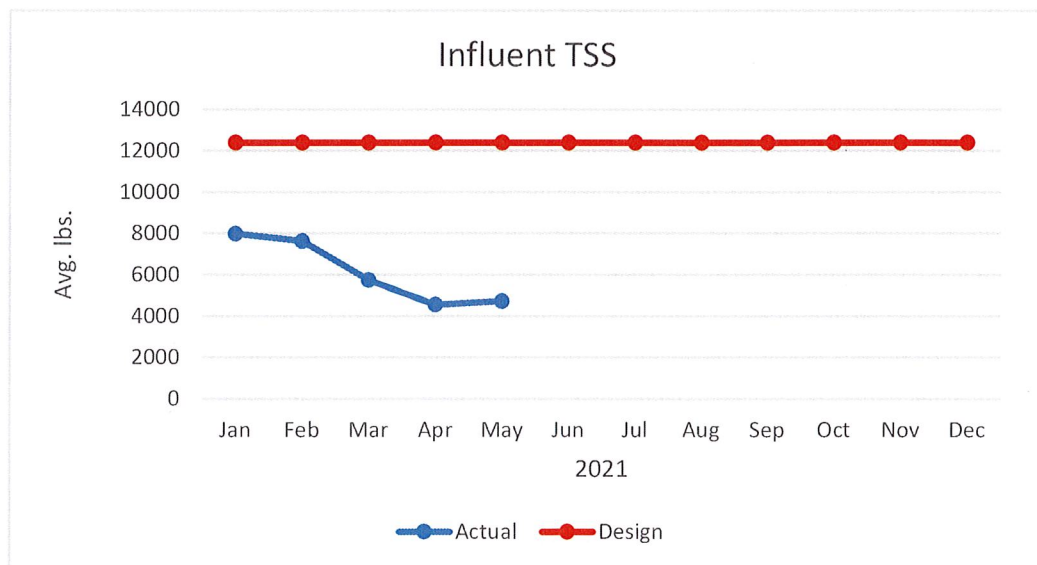
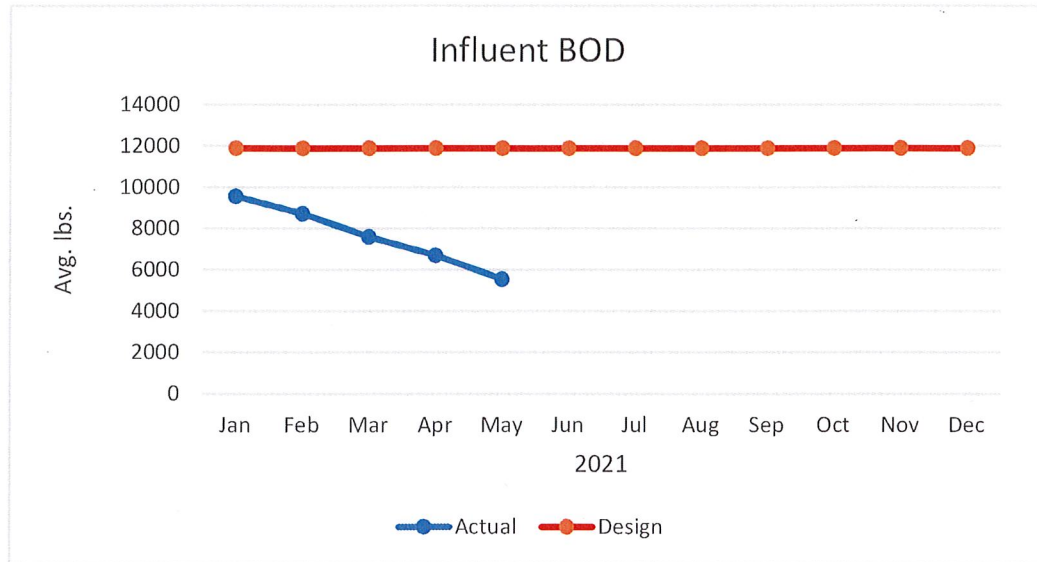
**BOILER GAS USAGE**



**FLARE GAS USAGE**







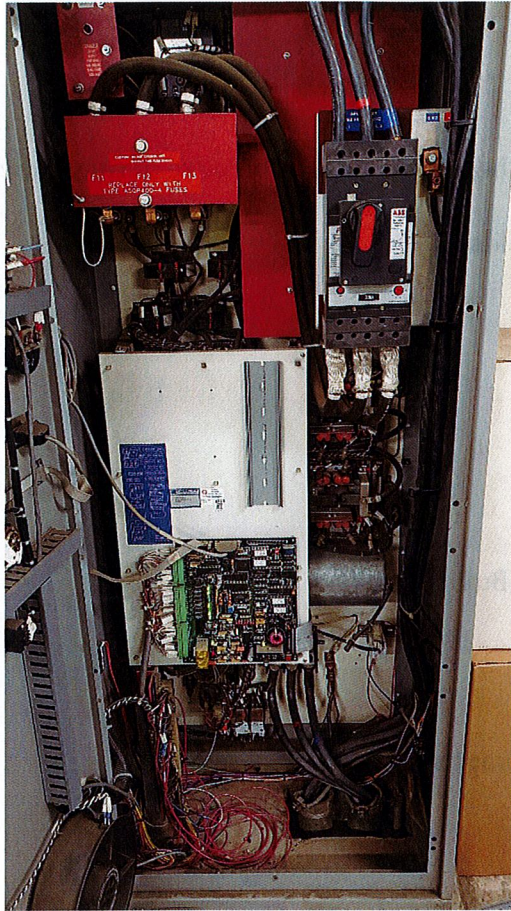
## 12 MONTH MOVING AVERAGES

Month/Year	Plnt Inf Q Average MGD	Plnt Inf Average lbs/day <b>CBOD</b> /BOD	Plnt Inf Average lbs/day TSS
Jun-20	3.19	6995	6651
Jul-20	2.75	7571	6750
Aug-20	2.70	8086	7255
Sep-20	2.77	8760	7557
Oct-20	2.68	8105	7249
Nov-20	3.45	9679	7176
Dec-20	4.46	9120	7241
Jan-21	5.61	9562	7996
Feb-21	6.18	8714	7626
Mar-21	3.91	7609	5760
Apr-21	3.07	6708	4550
May-21	2.79	5551	4735

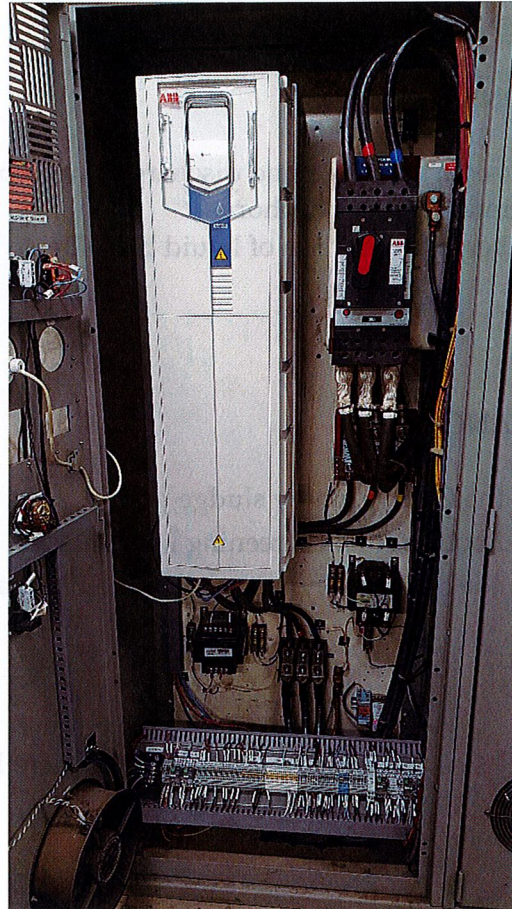
SUM	43.56	96460	80546
AVE	3.63	8038	6712
MAX	6.18	9679	7996
MIN	2.68	5551	4550



## New VFD for the Winchester Stations



Old



New

The Winchester stations VFDs (variable frequency drives) installed in 1991 are old and parts are no longer available. The #2 VFD has been upgraded to a new style of VFD using the old VFD cabinet. The entire VFD components were removed, leaving only the main breaker. Then an all new terminal strip with relays were added inside the cabinet along with the new VFD. The front of the panel was upgraded with a remote keypad for the new VFD along with new panel lights. This new VFD runs much smoother and uses less amperage to operate the pump, due to more efficient technology. Currently both VFDs have been replaced and are running very well, we also have a spare VFD on the shelf. We mounted the new VFDs in a way that one can be easily replaced in a matter of hours.

## **CASH DISBURSEMENT RECAP BOARD MEETING JUNE 9, 2021**

### Cash Disbursements Since the Last Board Meeting

All Funds:

Total of Prepaid Checks & ACH Transactions	69,622.44
Total of Regular Checks & ACH Transactions	<u>224,069.46</u>

Total Expenditures (not including Payroll)	<u>293,691.90</u>
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Payroll:

Net Payroll - May 28, 2021	62,641.02
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All Checks & ACH Transactions since the Board Meeting of May 12, 2021	<u>356,332.92</u>
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# Accounts Payable

## Checks by Date - Detail by Check Date

User: christine  
Printed: 6/4/2021 11:36 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	ASIFLEX	ASIFlex	05/28/2021	
	MAY 2021 PR	PR Batch 00001.05.2021 Flexible Spending Acc	PR Batch 00001.05.2021 Flex	1,336.16
	MAY 2021 PR	PR Batch 00001.05.2021 Dependent Care FSA	PR Batch 00001.05.2021 Dep	30.00
Total for this ACH Check for Vendor ASIFLEX:				1,366.16
ACH	DNB	Internal Revenue Service	05/28/2021	
	MAY 2021 PR	PR Batch 00001.05.2021 FICA - Employer	PR Batch 00001.05.2021 FIC.	5,713.01
	MAY 2021 PR	PR Batch 00001.05.2021 FICA - Employee	PR Batch 00001.05.2021 FIC.	5,713.01
	MAY 2021 PR	PR Batch 00001.05.2021 Medicare - Employer	PR Batch 00001.05.2021 Med	1,336.11
	MAY 2021 PR	PR Batch 00001.05.2021 Federal Income Tax	PR Batch 00001.05.2021 Fed	6,847.27
	MAY 2021 PR	PR Batch 00001.05.2021 Medicare - Employee	PR Batch 00001.05.2021 Med	1,336.11
Total for this ACH Check for Vendor DNB:				20,945.51
ACH	OR-Rev	Oregon Dept. of Revenue	05/28/2021	
	MAY 2021 PR	PR Batch 00001.05.2021 Oregon W/Held	PR Batch 00001.05.2021 Ore	5,316.40
Total for this ACH Check for Vendor OR-Rev:				5,316.40
ACH	CENTURY	CenturyLink	05/28/2021	
	May 2021	Analog phone lines for fax, alarm		138.77
	May 2021 NTS	Repair visit for NTS Gate		95.00
	May 2021 NTS	Analog phone line for NTS Gate		60.48
Total for this ACH Check for Vendor CENTURY:				294.25
ACH	PBPP	Pitney Bowes Purchase Power	05/28/2021	
	27218023	Postage refill for postage meter		150.00
Total for this ACH Check for Vendor PBPP:				150.00
50292	CIS INS	CIS Trust	05/28/2021	
	MAY 2021 PR	PR Batch 00001.05.2021 Trauma - Gold	PR Batch 00001.05.2021 Trau	20.00
	MAY 2021 PR	PR Batch 00001.05.2021 Hospital Indemnity	PR Batch 00001.05.2021 Hos	97.50
	MAY 2021 PR	PR Batch 00001.05.2021 Identity Protection	PR Batch 00001.05.2021 Iden	35.90
	MAY 2021 PR	PR Batch 00001.05.2021 Voluntary Life Insuran	PR Batch 00001.05.2021 Vol	400.54
	MAY 2021 PR	PR Batch 00001.05.2021 Life Insurance - er	PR Batch 00001.05.2021 Life	120.31
	MAY 2021 PR	PR Batch 00001.05.2021 Life Insurance - Spous	PR Batch 00001.05.2021 Life	173.86
	MAY 2021 PR	PR Batch 00001.05.2021 CCIS Insurance Long-	PR Batch 00001.05.2021 CCI	236.96
	MAY 2021 PR	PR Batch 00001.05.2021 Medical Ins w/RX	PR Batch 00001.05.2021 Med	29,072.85
	MAY 2021 PR	PR Batch 00001.05.2021 Accident Insurance	PR Batch 00001.05.2021 Acc	53.94
	MAY 2021 PR	PR Batch 00001.05.2021 CCIS Insurance AD&I	PR Batch 00001.05.2021 CCI	22.35
	MAY 2021 PR	PR Batch 00001.05.2021 Critical Illness Insuran	PR Batch 00001.05.2021 Criti	87.80
	MAY 2021 PR	PR Batch 00001.05.2021 Dental & Vision	PR Batch 00001.05.2021 Den	2,731.95
	MAY 2021 PR	PR Batch 00001.05.2021 Voluntary Dependent L	PR Batch 00001.05.2021 Vol	29.26
	MAY 2021 PR	PR Batch 00001.05.2021 Short-Term Disability	PR Batch 00001.05.2021 Sho	142.91
Total for Check Number 50292:				33,226.13
50293	PEBSO	Nationwide Retirement Solutions	05/28/2021	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	MAY 2021 PR	PR Batch 00001.05.2021 Nationwide-Deferred C	PR Batch 00001.05.2021 Nati	4,705.00
			Total for Check Number 50293:	4,705.00
50294	DEQ Leland M	OR Dept of Environmental Quality Grade II Collection Cert App-Leland M	05/28/2021	270.00
			Total for Check Number 50294:	270.00
50295	SHRED-IT 8182036085	Shred-It USA Shred services	05/28/2021	76.51
			Total for Check Number 50295:	76.51
50296	USPS MAY 2021	US Postal Service Postage for June UB Bills	05/28/2021	2,559.36
			Total for Check Number 50296:	2,559.36
50297	VERIZON 9879785117 9879785117equip	Verizon Wireless Monthly wireless telephone service New phone charge	05/28/2021	663.13 49.99
			Total for Check Number 50297:	713.12
			Total for 5/28/2021:	69,622.44
			Report Total (11 checks):	69,622.44

# Accounts Payable

## Checks by Date - Detail by Check Date

User: christine  
Printed: 6/4/2021 11:44 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
50298	AIRGASUS 9113554822	Airgas USA, LLC Safety Harness	06/09/2021	250.00
Total for Check Number 50298:				250.00
50299	WP May 2021	Avista Utilities Natural gas service	06/09/2021	54.46
Total for Check Number 50299:				54.46
50300	BANNERMC AB 052821 DF 052021a DF052021b DF052621 GO 050521 GO 051121 JJB 050721 JJB 051121 KB 050521 KB 051121 KB 052721 LM 052621 RK 00531a RK 00531b RK 0521 SL 051721 SL 051821	BANNER BANK Amazon - Biohazard stickers eFileCabinet Subscription Zoom - Electronic Meeting Software for Pub Mt Network Solutions - Email acct to admin rusa-or Flagpoles Etc - 3 sets of 3 replacement flags Lowe's - Dripper system parts Amazon - GPS screen protectors Young's Garden - Hanging baskets for office awr AT & T - Work phone case for Nation Harbor Freight - Hose & Adapter for New Tap M DMV - CDL Permit fees for Devin Shell - Fuel for trip to Advance Body Amazon - 2 AC to DC converters Amazon-air purifier filters Osbeels-Renew surveyors license-Ryon Tool Kits Hi Vis - Safety Vests	06/09/2021	8.00 2,200.00 54.99 11.39 527.85 11.84 9.99 229.70 5.00 22.78 40.00 30.00 43.98 48.75 190.00 1,443.49 490.97
Total for Check Number 50300:				5,368.73
50301	BHEC CL98146 CL98514	Bassett-Hyland Energy Company Fuel usage 5/1 - 5/15/21 Fuel usage 5/16 - 5/31/21	06/09/2021	841.51 941.68
Total for Check Number 50301:				1,783.19
50302	BENTLEYW 62942	Bentley Welding Repair metal guard	06/09/2021	60.73
Total for Check Number 50302:				60.73
50303	BIOMED 84465	bio-MED Testing Services Inc Motor vehicle records for new hires	06/09/2021	36.00
Total for Check Number 50303:				36.00
50304	BudgetRo 14027	Budget Rooter LLC Rooter service to determine issues at 1114 W Br	06/09/2021	330.00



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 50304:				330.00
50305	CENTWEST 242726	Century West Engineering Corp. Engineering Services - Douglas Street Sewer. TI	06/09/2021	3,018.25
Total for Check Number 50305:				3,018.25
50306	OMI 351289-043	CH2MHill OMI Contract Service-per agreement	06/09/2021	126,710.64
Total for Check Number 50306:				126,710.64
50307	Chytka 138919	Chytka Pest Control LLC Monthly pest control services	06/09/2021	40.00
Total for Check Number 50307:				40.00
50308	WATER May 2021 May 2021Bulk	City of Roseburg Water service - Admin May Bulk water & permit	06/09/2021	221.98 87.01
Total for Check Number 50308:				308.99
50309	DRAUTO 961524 961526 962704 965190 965682	D & R Auto & Truck Supply Corp Hydraulic fluid for B6 Aquatech Lamp bulbs DEF fluid Grease Spill pad	06/09/2021	366.10 12.98 19.98 22.90 129.00
Total for Check Number 50309:				550.96
50310	DCPW Ticket 595991	Douglas County Public Works Disposal of materials from cleaning grit pit	06/09/2021	214.32
Total for Check Number 50310:				214.32
50311	DFN June 2021 Admin June 2021 High June 2021 Host June 2021 Keady June 2021 NBank June 2021 NTS June 2021 Ph/Se June 2021 Wilb1 June 2021 Wilb2 June 2021 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	06/09/2021 Service: 14806 Service: 105797  Service: 106289 Service: 105793 Service: 145049 Service: 141784 Service: 105796 Service: 105794 Service: 105795	213.49 74.91 10.28 74.91 71.91 71.79 98.01 74.91 71.91 71.91
Total for Check Number 50311:				834.03
50312	EARTH 048685	EARTH20 Bottled water delivery	06/09/2021	79.24
Total for Check Number 50312:				79.24
50313	Feena P52992	Feenaughty Machinery Co. Paint for excavator	06/09/2021	112.70
Total for Check Number 50313:				112.70



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
50314	FLURY F 2296	Flury Supply Company Hydraulic hose	06/09/2021	126.30
Total for Check Number 50314:				126.30
50315	GENEQ 76622 76714	General Equipment Company Filters for B6 maintenance ISO 220 for B6 maintenance	06/09/2021	407.25 239.00
Total for Check Number 50315:				646.25
50316	GRAPHDIM 3297 3305	Graphic Dimensions, Inc. Cut bills to mailing size Billing card stock	06/09/2021	37.60 2,527.70
Total for Check Number 50316:				2,565.30
50317	COASTAL D30629 D35216	John Deere Financial f.s.b. Chest waders for Andy Safety boots & muck boots for Nation, muck boc	06/09/2021	119.99 371.97
Total for Check Number 50317:				491.96
50318	LOWES 06953 13341	Lowes Tools for service trucks T-post	06/09/2021	60.74 5.40
Total for Check Number 50318:				66.14
50319	LTT 545595	LTT Partners LLC Power injectors for pump station cameras	06/09/2021	838.00
Total for Check Number 50319:				838.00
50320	MSTRCR 11564-J	MasterCare Cleaning Co Inc Monthly janitorial services	06/09/2021	390.00
Total for Check Number 50320:				390.00
50321	Mursmi 19-2728.00 - 11	Murraysmith, Inc. Engineering Services - Hooker Road Project	06/09/2021	899.51
Total for Check Number 50321:				899.51
50322	NEWS-REV Hearing 21	The News-Review Budget Hearing notice FYE22	06/09/2021	270.00
Total for Check Number 50322:				270.00
50323	NEXNET 13953	Nexcom, LLC Repair phone line for gate-NTS	06/09/2021	97.50
Total for Check Number 50323:				97.50
50324	NORLAB 84824	Norlab, Inc. Dye strips	06/09/2021	614.00
Total for Check Number 50324:				614.00
50325	OR-LIN 646115 651741	Oregon Linen, Inc. Laundry & mat service Laundry & mat service	06/09/2021	38.93 56.91

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 50325:				95.84
50326	ORE TREE 2347	Oregon Tree Works LLC DANGEROUS TREE REMOVAL AT NTS	06/09/2021	5,700.00
Total for Check Number 50326:				5,700.00
50327	PNWF CO 7107	Pacific Northwest Fence Co New Gate Telephone Entry System at NTS	06/09/2021	2,107.00
Total for Check Number 50327:				2,107.00
50328	PPL May 2021 May 2021 411LM May 2021 425LM May 2021 Admin May 2021 Brbn May 2021 BrbnC May 2021 High May 2021 LV May 2021 NBank May 2021 NTS May 2021 NTSG May 2021 SBank May 2021 Wilb1 May 2021 Wilb2 May 2021 WWTP May 2021 WWTP2	Pacific Power Contract Min&Usage-Keady Ct PS Usage-411 LM-Storage Bldg Power Usage-425 Long Meadow Power Usage-Admin Bldg Power Usage-Bourbon St Lift Station Power Contract-Bourbon St Lift Station Power Usage-Highland PS Power Usage-Loma Vista PS Power Usage-North Bank PS Contract/Power Usage-NTS PS Power Usage-140 LM-NTS Gate Power Usage-South Bank PS Power Usage-Wilbur 1 PS Power Usage-Wilbur 2 PS Power Usage-WWTP 1 Power Usage-WWTP 2	06/09/2021	54.46 37.38 10.53 435.38 58.73 69.24 1,101.96 83.24 98.95 8,546.01 20.17 1,476.66 117.81 111.66 16,794.28 28.25
Total for Check Number 50328:				29,044.71
50329	PLATT2 1N82655	Platt Electric Supply Network cable ends & electrical tape	06/09/2021	102.87
Total for Check Number 50329:				102.87
50330	Premium 24029	Premium Landscape, Inc. Monthly landscape maintenance	06/09/2021	180.25
Total for Check Number 50330:				180.25
50331	PRINTS 32910	Prints Charming Safety shirts for Devin & Nation	06/09/2021	150.00
Total for Check Number 50331:				150.00
50332	RSBG-AUD 35097	Roseburg Audiology Center 3 Employee hearing screenings	06/09/2021	150.00
Total for Check Number 50332:				150.00
50333	UBWA May 2021 411LM May 2021 606LM May 2021 Brbn	Umpqua Basin Water Association Water - 411 Long Meadows Ln Water - 606 Long Meadows Ln Water - 310 Bourbon St	06/09/2021	21.51 20.00 20.00
Total for Check Number 50333:				61.51
50334	UNDER 1133	Underground Technologies LLC Manhole lining in Winchester	06/09/2021	37,400.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 50334:				37,400.00
50335	UNITED 192555358-002	UNITED RENTALS (NORTH AMERICA) Skid Steer rental for NTS berm work	06/09/2021	2,283.82
	192555358-003	Fuel for Skid Steer		36.26
Total for Check Number 50335:				2,320.08
Total for 6/9/2021:				224,069.46
Report Total (38 checks):				224,069.46