



**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 October 10, 2018 at 1297 N.E. Grandview Drive.

**ROLL CALL**

**Directors**

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

**Absent:**

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**Others present:** General Manager Jim Baird, Finance Director Christine Morris, Office Assistant Harmony Economou, Collection System Superintendent Steve Lusch and CH2M Project Manager Jade Mecham.

**Consideration of the minutes of the Regular Monthly Board Meeting of Wednesday, September 12, 2018.**

Jerry Griese moved to approve the minutes, as presented, for the Wednesday, September 12, 2018 Roseburg Urban Sanitary Authority Regular Monthly Meeting.

David Campos seconded the motion.

The motion passed unanimously.

**General Managers Report**

**Back Nine Sanitary Sewer Extension Phase I**

The construction and start-up for the project has been completed. The As-built plans, Operation and Maintenance Manual, Engineer's letter of certification of completion, easement document and transfer of ownership of the property associated with the pump station are still pending.

The power and DFN internet conduits have been installed, the wires and the transformers have not been installed.

### NW Black Avenue Sanitary Sewer Replacement Project

The contractor, Cradar Enterprises, has completed the sanitary sewer construction. The pipe line testing, mandrel, pressure, vacuum and CCTV have been completed; the new main line and services have passed.

The Engineer's test reports, letter of certification of completion and as-built drawings are still pending. Once we receive the outstanding documentation we can place the project in the one-year warranty period.

### Downtown Improvements Phase II

The Contractor, Brown Construction, has completed the sanitary sewer construction. Final testing has yet to be completed.

### Winchester Pump Station Force Main Replacement Project

i.e. Engineering had completed 90% plans for the new dual forcemain that will be constructed as part of Douglas County's Highway 99 North construction project. RUSA is reviewing the plans and will be forwarding the plans with our comments to DEQ for review.

### Loma Vista Pump Station Study

i.e. Engineering is working on the study. The project engineer will be providing RUSA a report on the possible relocation and upgrade of the Loma Vista Pump Station.

### Wastewater Treatment Plant Fuel Tank Removal

We have submitted the final report to the Western Region Environmental Clean-up Department of the DEQ as part of the process to close the file and receive a "No Further Action Letter". The DEQ has informed us that there is a back log of these cases and we should not expect a quick resolution of the case.

RUSA's insurance agent recommended the purchase of tail coverage with a period of three years from the end of the current policy period. The cost for this additional coverage is \$15,788.98.

The Board advised staff to make further attempts with DEQ to expedite the "No Further Action Letter" before the Board will consider the additional insurance coverage.

### Staff Recognition

The Certification Commission for Environmental Professionals of the Association of Boards of Certification confirms Steve Lusch, the Collection System Superintendent, has fulfilled prescribed standards, passed rigorous examination, pledged to uphold the Professional Operators Code of Conduct, and committed to ongoing professional development in the practice of Wastewater Collection operations. Recognizing the requirements for Professional Operator Wastewater Collection Class IV certification and designation have been satisfied, Steve has been issued the certification of Professional Operator (PO) Class IV.

The Certification Commission for Environmental Professionals is a National Organization committed to protecting health and the environment through certification and professional designation of water industry operators.

## CH2M Report

Jade Mecham CH2M Project Manager advised that the treatment facility averaged 99% CBOD removal and 98% Total Suspended Solids removal. The NTS is continuing to receive effluent and performed well for the month, however, river flows remained abnormally low.

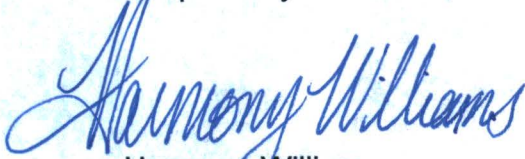
## Accounts Payable

The Board reviewed the Accounts Payable Report and Addendum for the October 10, 2018 Accounts Payable.

Jerry Griese made a motion to approve the Accounts Payable and Addendum as presented. Kelsey Wood seconded the motion. The motion passed unanimously.

There being no further business to come before the Board, the meeting was adjourned at 4:45 p.m.

Respectfully submitted,



Harmony Williams  
Office Assistant