



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 4:02 p.m. on August 12, 2020 at 1297 NE Grandview. The Board Meeting was also broadcast by Zoom® Meeting.

ROLL CALL

Directors

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

Absent:

Others present: General Manager Jim Baird, Finance Director Christine Morris, Office Assistant Harmony Williams, Engineering Tech III Ryon Kershner, Collections Superintendent Steve Lusch, Information Technology System Administrator David Fromdahl and Jacobs Project Manager Jade Mecham.

Consideration of the July 8, 2020 Regular Monthly Board Meeting Minutes.

Jerry Griese moved to approve the minutes for the July 8, 2020 Roseburg Urban Sanitary Authority Regular Monthly Board 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 July 8, 2020 minutes:

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

The motion was passed with a 5/0 vote.

Resolution No. 20-05

Staff presented Resolution 20-05 A Resolution Establishing a Remote Public Meetings Policy.

David Campos moved to approve Resolution 20-05.
Rob Lieberman seconded the motion.

Vote By Roll Call

Chairman Dunn requested "Roll Call" for the motion to approve Resolution 20-05:

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

The motion was passed with a 5/0 vote.

Agreement with Green Sanitary District

Staff negotiated a sale price with Green Sanitary District for the 2005 Camel Combination Sewer Cleaning Truck. The offer that was made by Green Sanitary District was \$68,000. Staff recommended the Board approve the sale of the 2005 Camel Combination Sewer Cleaning Truck to Green Sanitary District in the amount of \$68,000.

Rob Lieberman moved to approve the Agreement between RUSA and Green Sanitary District to sell the 2005 Camel Combination Sewer Cleaning Truck for \$68,000.
Jerry Griese seconded the motion.

Vote By Roll Call

Chairman Dunn requested "Roll Call" for the motion to approve the RUSA and Green Agreement:

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

The motion was passed with a 5/0 vote.

General Managers Report

Winchester Pump Station Force Main Replacement Project

The Contractor is working to complete the punch list items. We are working with Douglas County to finalize outstanding change orders and a final invoice.

Hooker Road Rehabilitation Project

RUSA is reviewing the plans and specification. The tentative schedule is to put the project out for bidding in August with construction to begin in September or October.

Douglas Avenue Project

RUSA entered into an agreement with Civil West, the design firm for the road reconstruction project, to include the replacement of the sanitary sewer gravity system in the project. The plans, specifications and constructions estimate are scheduled to be completed in November of 2020.

Biosolids Building Expansion, Conveyor Installation

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

Emergency Preparedness

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

Jacobs Plant Operations Report

Jade Mecham reported the treatment facility averaged 98% CBOD removal and 96% Total Suspended Solids removal during July. The total Effluent flow was 84.86 million gallons all of which went to the Natural Treatment System.

Accounts Payable

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

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

Vote By Roll Call

Chairman Dunn requested “Roll Call” for the motion to approve the Accounts Payable Report and Addendum:

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

The motion was passed with a 5/0 vote.

Other Business

Staff presented a Draft Contingency Plan regarding the possible extended absence of the General Manager.

Several surplus items have sold recently totaling approximately \$15,400.00 to date.

Staff presented a demonstration of the SCADA System for monitoring the pump stations.

Respectfully submitted,

A handwritten signature in blue ink that reads "Harmony Williams". The signature is written in a cursive style with a light blue color.

Harmony Williams
Office Assistant