



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 February 10, 2021 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, Kelsey Wood and David Campos

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, Paul Isler of Isler CPA and Jacobs Project Manager Jade Mecham.

Consideration of the January 13, 2021 Regular Monthly Board Meeting Minutes.

Jerry Griese moved to approve the minutes for the January 13, 2021 Roseburg Urban Sanitary Authority Regular Monthly Board Meeting.
Kelsey Wood seconded the motion.
The motion passed unanimously.

Auditor's Report to the Board

Paul Nielson of Isler CPA presented the Auditor's Report to the Board for the years ending June 30, 2019 and 2020.

Resolution 21-01 A Resolution Amending Resolution No. 18-01

Staff presented Resolution No. 21-01, a resolution amending Resolution No. 18-01 regarding System Development Charge. Ordinance No. 2005-01, established and imposed a System Development Charge and determined that inflationary cost impacts shall be measured and calculated annually and charged accordingly.

The suggested inflationary cost impact would be assessed against the sanitary sewer System Development Charges beginning July 1, 2021 raising the System Development Charge from \$2,559 per equivalent dwelling unit to \$3,050 per equivalent dwelling unit.

Rob Lieberman made a motion to pass Resolution 21-01 amending Resolution No. 18-01.

Kelsey Wood seconded the motion.

Vote By Roll Call

Chairman Dunn requested “Roll Call” for the motion to pass Resolution 21-01:

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 21-02 A Resolution Declaring Surplus Property

Staff presented Resolution No. 21-02 declaring the Roseburg Urban Sanitary Authority has an item surplus to the needs of the Authority.

Kelsey Wood made a motion to pass Resolution 21-02 Declaring Surplus Property.

David Campos seconded the motion.

Vote By Roll Call

Chairman Dunn requested “Roll Call” for the motion to pass Resolution 21-02:

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

Hooker Road Rehabilitation Project

The Board at the January meeting rejected the single bid that was received. Staff has been working with the Engineer to adjust the bid package to make the project more appealing to contractors. We plan on advertising the project in February and closing the bidding in March.

Douglas Avenue Project

Century West has submitted 60% plans for RUSA to review. Staff has reviewed the plans and made comments and corrections. Century West is working on 100% plans. The plans, specifications and construction estimate are scheduled to be completed in January.

The City did not receive the anticipated funding for this project. This project will not be constructed in the 2021-2022 budget year.

Biosolids Building Expansion, Installation of Storage 2 Conveyors Electrical & Pneumatic Systems

The contractor, Z Terrell & Son LLC, is working to complete the installation of the electrical & pneumatic systems for the project. Start-up of the new equipment is tentatively scheduled for February 23rd.

The contractor has submitted pay request #1 in the amount of \$73,640. The Engineer has reviewed the request and approved payment of pay request #1. Staff agrees with the Engineer's recommendation and would ask the Board to approve payment of pay request #1 in the amount of \$73,640 to Z Terrell & Sons.

The equipment will be added to the existing plant SCADA system after the start-up has been completed.

Rogers Engineering reviewed the payment request. The Engineer and Staff recommended that the Board approve the pay request #1 to Z Terrell & Son LLC in the amount of \$73,640.

Rob Lieberman made a motion to approve pay request #1 to Z Terrell and Son LLC for \$73,640.

Kelsey Wood seconded the motion.

The motion passed unanimously.

Douglas County Request for a Contract to accept Leachate

Staff and Jade Mecham are working on a draft agreement to accept the County landfill leachate in an emergency. We will be incorporating limits on constituents included in RUSA's local limits.

Jacobs Plant Operations Report

Jade Mecham reported the treatment facility averaged 95% BOD removal and 96% Total Suspended Solids removal during December. The total Effluent flow was 173.640 million gallons.

Accounts Payable

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

David Campos moved to approve the Accounts Payable Report and Addendum as presented.

Kelsey Wood seconded the motion.

The motion passed unanimously.

Other Business

None.

Respectfully submitted,



Harmony Williams
Office Assistant