



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

REGULAR MONTHLY BOARD MEETING

March 13, 2019

TABLE OF CONTENTS

<u>Item</u>	<u>Page No.</u>
Agenda – March, 2019 Board Meeting	1
Minutes – February 13, 2019 Board Meeting	2-6
Agreement – Old HWY 99N, Douglas County – Amendment No. 1	7-8
Intergovernmental Agreement – Aerial Mapping Services	9-14
Contract Review Board – Request for Approval	15-17
General Manager’s Informational Report – February, 2019	18-19
New Developments and Projects – February, 2019	20
Staff Reports – February, 2019	21
CH2M Operations Report – February, 2019	22-28
Financial Reports	
• Cash Disbursement Recap	29
• Accounts Payable Detail	30-35



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

**March 13th, 2019
RUSA Board Room
4:00 p.m.**

**AGENDA
REGULAR MONTHLY BOARD MEETING**

Board of Directors

John Dunn, Chair
David Campos

Kelsey Wood

Rob Lieberman, Vice Chair
Jerry Griesse

- 1. Call to Order – John Dunn, Board Chair**
- 2. Roll Call**
- 3. Consider Minutes**
 - a. February 13th, 2019 Board Meeting
- 4. COOPERATIVE IMPROVEMENT AGREEMENT – Old Hwy 99N, Douglas County**
 - a. Amendment No. 1
- 5. Intergovernmental Agreement – Aerial Mapping Services, City of Roseburg**
 - a. Review and approval of draft agreement
- 6. Contract Review Board**
 - a. Request for approval of a Sole Source procurement
 - i. Huber Technology – Shaftless screw conveyor, Bio Solids bldg. addition.
- 7. General Managers Report**
 - a. Back Nine Sanitary Sewer Extension Phase I
 - b. NW Black Avenue Sanitary Sewer Replacement
 - c. Downtown Improvements Sanitary Sewer Replacement Phase II
 - d. Winchester Pump Station Force Main Replacement
 - e. Loma Vista Pump Station Study
 - f. Wastewater Treatment Plant Fuel Tank Removal
 - ii. Status update
 - g. Winter Storm Damage Update
 - h. Surplus Vehicle Sales
 - i. Staff and Board Professional Development
- 8. New Developments**
- 9. Staff Report**
- 10. ch2m (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
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 13, 2019 at 1297 N.E. Grandview Drive.

ROLL CALL

Directors

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

Others present: General Manager Jim Baird, Finance Director Christine Morris, Office Assistant Harmony Williams, Collection System Superintendent Steve Lusch, Engineering Technician III Ryon Kershner, CH2M Project Manager Jade Mecham, Jim and Roberta Diemert of 2831 NW Aviation Drive and Roseburg City Manager Lance Colley.

Consideration of the minutes of the Regular Monthly Board Meeting of Wednesday, January 13, 2018.

Jerry Griese moved to approve the minutes, as presented, for the Wednesday, January 9, 2018 Roseburg Urban Sanitary Authority Regular Monthly Meeting.

David Campos seconded the motion.

The motion passed unanimously.

2831 NW Aviation – Account No. 63-6003

In 1996, R.E. Noah & Co. applied for a permit with the City of Roseburg. The permit was to construct a hangar at the Roseburg Regional Airport. A connection fee of \$1,400 and other related fees of \$105 for a total of \$1,505 were calculated. The contractor did not pay the fees, request a service tap on the mainline or call for an inspection of the installation of the building sewer. When the fees were not paid, and no inspection called for the assumption was that the bathroom was omitted from the building.

The first time that RUSA was informed that there was a bathroom in the hangar was when the new owners (Jim and Roberta Diemert) advised that they had traded hangars and requested that the sanitary sewer bill be sent to them for 2381 NW Aviation.

Staff informed the owners that the system development charge would need to be paid. The Diemert's wish to have the system development charge waived, as they were not party to the violation of RUSA's ordinances.

Staff presented the request to waive system development charges to the Board for their consideration.

Rob Lieberman made a motion to waive system development charges for 2831 NW Aviation. David Campos seconded the motion. The motion passed unanimously.

City of Roseburg – Housing Incentive

Lance Colley, Roseburg City Manager informed the Board that Roseburg City Council has adopted a Multi-Family Housing System Development Charge (SDC) Buydown Incentive Program. The program will allow developers planning to build multi-family housing, in the Diamond Lake Boulevard Urban Renewal Plan Area, to apply for up to \$5,000 per unit incentive toward System Development Charges or Public Improvement Costs for eligible housing developments.

The Roseburg Urban Renewal Agency would like to enter into an Inter-Governmental Agreement (IGA) with RUSA to be responsible for the portion of RUSA's SDC's that would be included in the incentive. The Agency would like to pay RUSA for the incentivized portion of the SDC over time as allowed by RUSA's Ordinance 97-4, Section 10. This section of the SDC ordinance allows for installment payments for up to 10 years. The concept would be to enter into a master IGA defining the method and process for calculating the payments, interest and period of the installment payments. With the approved IGA each development would have a separate attachment to the IGA for the specific amount to be included in an installment plan and payment schedule.

Staff forwarded all the background information provided by the City of Roseburg on the proposal to Jeff Pugh, RUSA's attorney, for his review and comment. It was Mr. Pugh's legal opinion that RUSA and the City could enter into such an agreement without any conflict with RUSA's ordinances.

Kelsey Wood made a motion to enter into an Inter-Governmental Agreement between RUSA and the Roseburg Urban Renewal Agency. David Campos seconded the motion. The motion passed unanimously.

Appointment of Budget Officer

Staff recommended the Board appoint Jim Baird, RUSA's General Manager, as the Budget Officer for the Budget Year 2019-2020.

Rob Lieberman moved to appoint Jim Baird, RUSA's General Manager, as the Budget Officer for the 2019-2020 Budget Year. Kelsey Wood seconded the motion. The motion passed unanimously.

Appointment of Budget Committee Member

Lee Holmes will not be able to fulfill his duties as the Position 5 Budget Committee Member. The Board must fill his position for the remainder of his term which will expire June 30, 2021.

Staff presented Ron Thames as a candidate to fill Position 5 on the Budget Committee.

Rob Lieberman made a motion to approve the appointment of Ron Thames to Position 5 on the Budget Committee.

Kelsey Wood seconded the motion.

The motion passed unanimously.

Approval of Budget Calendar

Staff completed a draft 2019-2020 budget process calendar for the Board to review and recommended the Board approve the draft budget process calendar.

Rob Lieberman made a motion to approve the 2019-2020 budget process calendar.

Kelsey Wood seconded the motion.

The motion passed unanimously.

Agreement – Sale of CCTV Van to City of Winston

RUSA would like to sell a 2008 Freightliner Sprinter van, together with the Envirosite CCTV equipment, three transporters, two pads and tilt cameras to the City of Winston.

RUSA and the City of Winston have agreed to a purchase price of \$50,000.00 cash.

David Campos made a motion to approve the Agreement between RUSA and the City of Winston for the sale of the 2008 Freightliner Sprinter van and equipment to the City of Winston for \$50,000.00.

Kelsey Wood seconded the motion.

The motion passed unanimously.

Resolution 19-01 A Resolution Making a Budgetary Transfer of Appropriation Authority for the Fiscal Year 2018-2019

The City of Roseburg has received a proposal for Aerial Mapping Services from GeoTerra to acquire and process new stereo imagery for creating 0.5' pixel orthos and 2' contours with DTM. The cost for RUSA to partner with the City in the spring of 2019 project is approximately \$16,000. Due to the timing of this work, a transfer of \$16,000 from Contingency to Administration & Engineering is necessary, as no funds currently are allocated for this project. This resolution transfers appropriations from the General Fund (Fund #1) General Operating Contingency to the Administration & Engineering (Department #5).

Rob Lieberman moved to approve Resolution No. 19-01, as presented.

Kelsey Wood seconded the motion.

The motion passed unanimously.

Vote By Roll Call

At this time, Chairman Dunn requested “Roll Call” for Resolution No. 19-01:

John Dunn Yes

Rob Lieberman Yes

Jerry Griese Yes

Kelsey Wood Yes

David Campos Yes

Resolution No. 19-01 was approved with a 5/0 vote

General Managers Report

Back Nine Sanitary Sewer Extension Phase I

Utility power is still pending Pacific Power installation. Staff asked RUSA’s Attorney, Jeff Pugh, as well as Isler CPA to review the request from Back Nine LLC to fill out an IRS form 8283 (Donation Property Over \$5,000). Both our Attorney and Audit Accounting firm do not have any concerns with the request to sign the form. The form has been signed and the required documentation attached as requested.

NW Black Avenue Sanitary Sewer Replacement Project

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 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. The City has provided the final project closeout documentation. The final payment is \$11,405.05 for increases in quantities.

Winchester Pump Station Force Main Replacement Project

The project is out to bid by Douglas County and will close February 20th.

Loma Vista Pump Station Study

i.e. Engineering is working on the study. The project engineer has provided RUSA a map showing the possible relocation and upgrade of the Loma Vista Pump Station and the expanded service area that could be served once the pump station is moved.

Wastewater Treatment Plant Fuel Tank Removal

RUSA has contacted the ODEQ requesting the status of our file and been informed that we are the next in line to be assigned a project manager. Jennifer Clausen with the ODEQ stated that a project manager would be assigned soon.

FOG Inspection Program

The Engineering Department has completed one follow up inspection of the Dairy Queen. The interceptor had not been pumped, we followed up the second inspection with a letter of violation

requiring that the interceptor be scheduled to be pumped within the next 10 days. The management has not responded to the letter of violation to date.

CH2M Report

Jade Mecham CH2M Project Manager advised that the treatment facility averaged 96% BOD removal and 96% Total Suspended Solids removal. The plant experienced one high flow event on January 20, 2019, with a peak flow of 25 MG. A 4" cast iron drain line in the heat exchanger room appears to be deteriorating and causing flow problems.

Accounts Payable

The Board reviewed the Accounts Payable Report and Addendum for the February 13, 2019 Accounts Payable.

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

Executive Session

At 5:28 p.m. the Board Chair called for an Executive Session to discuss the General Manager's evaluation as stated in ORS 192.660(2)(i).

At the end of the Executive Session, staff was called back to the meeting.

David Campos made a motion to advance Jim Baird to Step 3 for General Manager retroactive to January 1, 2019.

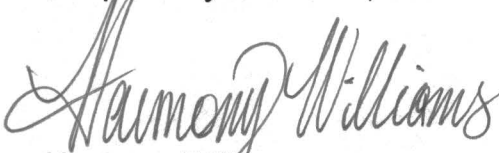
Kelsey Wood seconded the motion.
The motion passed unanimously.

Other Business

None.

There being no further business to come before the Board, the meeting was adjourned at 5:42 p.m.

Respectfully submitted,


Harmony Williams
Office Assistant

AMENDMENT NO. 1

**COOPERATIVE IMPROVEMENT AGREEMENT
OLD HIGHWAY 99N: WINCHESTER BRIDGE TO PLEASANT AVE PROJECT #10968**

This Amendment No. 1 (“Amendment No. 1”) is hereby annexed to and made a part of the Cooperative Improvement Agreement “Old Highway 99N: Winchester Bridge to Pleasant Ave Project #10968” dated August 29, 2018 (the “Agreement”) between the Roseburg Urban Sanitary Authority (“RUSA”) and Douglas County, a political subdivision of the State of Oregon (“County”), each a “Party” and together the “Parties” to the Agreement. The Agreement was filed in the Court Journal on August 29, 2018 under recording number CJ 2018-0913.

The Parties agree to amend the Agreement by replacing Section 5 “Payment” with the following:

5. *After opening bids and before award of the Project, COUNTY shall notify RUSA of the amount set forth in the bid schedule for the sanitary sewer improvements contained within the lowest responsive bid for the overall Project. RUSA shall have 10 days to elect in writing to remove sanitary sewer Improvements from the Project. Should RUSA not elect to remove the sewer Improvements from the scheduled work RUSA shall provide a partial payment of \$1,100,000 to COUNTY within 45 days of receipt of written notice from COUNTY. COUNTY shall apply the amount in the bid schedule to costs of construction for the sanitary sewer improvements. Any amounts not so applied if any shall be refunded to RUSA following completion of the Project or upon termination of this Agreement. COUNTY will not approve any change orders relating to the sanitary sewer improvements without RUSA’s written consent, which will not be unreasonably withheld, conditioned or delayed. COUNTY will maintain records during the Project which are adequate for determining the cost of construction of the sanitary sewer Improvements. Following completion of the Project, COUNTY shall submit an invoice to RUSA for any construction costs associated with the sanitary sewer Improvements over and above the initial deposit amount. RUSA shall pay such invoice within 45 days of issuance of the invoice.*

////

////

////

////

////

////

The Parties have caused this Amendment No. 1 to be executed by their authorized representatives as of the date of the latest signature below. This Amendment No. 1 may be signed in multiple counterparts, each of which shall have the force and effect of an original.

ROSEBURG URBAN
SANITARY AUTHORITY

By _____
John Dunn, Chairperson
Date _____

By _____
Jim Baird, General Manager
Date _____

BOARD OF COMMISSIONERS
OF DOUGLAS COUNTY

By _____
Tim Freeman, Chair

By _____
Chris Boice, Commissioner

By _____
Tom Kress, Commissioner
Date _____

FOR COUNTY USE ONLY:

REVIEWED AS TO CONTENT	REVIEWED AS TO FORM
By _____ County Department Head	By _____ Office of County Legal Counsel
Date _____	Date _____
Coding _____	

INTERGOVERNMENTAL AGREEMENT AERIAL MAPPING SERVICES

This Agreement is entered into on this ____ day of _____, 2019, by and between the CITY OF ROSEBURG, hereinafter referred to as "CITY," and ROSEBURG URBAN SANITARY AUTHORITY, hereinafter referred to as "RUSA."

RECITALS

- A. CITY plans to obtain aerial and orthoimagery services from GeoTerra as described in the Proposal dated May 23, 2018, attached hereto as Exhibit "A", and by this reference made a part hereof. The location of the proposed mapping is as shown on the Project Map included in Exhibit "A".
- B. As the service area of the CITY and RUSA are similar, it is advantageous to both CITY and RUSA to collaborate for these services.
- C. RUSA desires to cooperate in CITY's mapping project by contributing funds for CITY to contract for said aerial and orthoimagery services within the Project area.

NOW, THEREFORE, THE CITY AND RUSA AGREE AS FOLLOWS

- 1. **Incorporation of Recitals:** The above Recitals are true and are incorporated into this Agreement.
- 2. **Authority.** This Agreement is authorized by ORS 190.003 through 190.110.
- 3. **Payment.** CITY shall submit an invoice to RUSA for half of the costs associated with the 0.5' Pixel Orthos and 2' Contours, and all of the 2' RUSA Contours costs for a total cost not to exceed \$14,193.50. RUSA shall pay such invoice within thirty (30) days of issuance of the invoice.

	AOI mi ²	COST	Notes	RUSA COSTS
0.5' Pixel Orthos	37.7	\$15,120	4-band, RGBIr; see attached deliverables list.	½ = \$7,560.00
2' Contours	33.2	\$12,567	With supporting DTM in *.DWG format.	½ = \$6,283.50
2' RUSA Contours	0.3	\$350	New data collected from stereo imagery.	All = \$350.00
Optional Features	33.2	\$13,190	See attached feature list.	N/A

TOTAL \$14,193.50

- 4. **Termination.** Either party shall have the right to terminate this Agreement upon ten (10) days prior written notice at any time prior to execution by CITY of a contract for the Project. Following execution by CITY of a contract for the Project, this Agreement shall not be terminated except upon mutual consent of RUSA and CITY or upon cancellation of the Project by CITY.
- 5. **Default.** There will be a default under this Agreement if either party fails to pay any amount required hereunder within the time required, or fails to comply with any other provision of this Agreement within ten (10) days after the other party gives notice specifying the default.

6. **Notices.** Any notices required to be given under this Agreement, or required by law, shall be in writing and delivered to the parties at the following addresses:

CITY OF ROSEBURG
C. Lance Colley, City Manager
900 Douglas Avenue
Roseburg, Oregon 97470

ROSEBURG URBAN SANITARY AUTHORITY
Jim Baird, General Manager
PO Box 1185
Roseburg, Oregon 97470

7. **No Third-Party Beneficiaries.** Nothing in this Agreement, express or implied, is intended or may be construed to confer on any person, other than the parties to this Agreement, any right, remedy, or claim under or with respect to this Agreement.

8. **Amendments.** This Agreement may be amended only by an instrument in writing executed by all the parties.

9. **Further Assurances.** Each party agrees to execute and deliver such other documents and to do and perform such other acts and things as any other party may reasonably request to carry out the intent and accomplish the purposes of this Agreement.

10. **Time of Essence.** Time is of the essence with respect to all dates and time periods set forth or referred to in this Agreement.

11. **Expenses.** Except as otherwise expressly provided in this Agreement, each party to this Agreement will bear its own expenses in connection with the preparation, execution, and performance of this Agreement and the transactions contemplated by this Agreement.

12. **Attorney Fees.** If any suit, or action is instituted to interpret or enforce the provisions of this Agreement, to rescind this Agreement, or otherwise with respect to the subject matter of this Agreement, the party prevailing on an issue will be entitled to recover with respect to such issue, in addition to costs, reasonable attorney fees incurred in the preparation, prosecution, or defense of such suit, or action as determined by the trial court, and, if any appeal is taken from such decision, reasonable attorney fees as determined on appeal.

CITY OF ROSEBURG

ROSEBURG URBAN SANITARY AUTHORITY

C. Lance Colley, City Manager
Dated: _____

John Dunn, Chairperson
Dated: _____

ATTEST:

Amy L. Sowa, City Recorder
Dated: _____

Jim Baird, General Manager
Dated: _____



Proposal for Aerial Mapping Services

Date: 5/23/2018

Job # 180266

Submitted to: **Noriko Corrado**
ncorrado@cityofroseburg.org
 900 SE Douglas Ave.
 Roseburg, OR 97470
 541-492-6883

Project Name: **City of Roseburg Update**
 Location: **Roseburg, Oregon**

Project Overview

Acquire and process new stereo imagery for creating 0.5' pixel orthos and 2' contours with DTM. An optional cost is provided to update existing features at a 1:1200 scale mapping scale.

Task	Specification	Notes
Project Extent	37.7 / 33.2 mi ²	Ortho / Mapping Areas
Orthophotos	0.5' Pixel Res.	4-Band (RGBIr), 8-bit/band
Contours	2'	Derived photogrammetrically
Optional Features	1" = 100'	Standard features per 2008 data set.
Ground Control Points	Existing	Utilize control from 2008. 2013 and 2017 airport projects.
Imagery Flight	≤ 12 cm GSD	≥ 35 degree sun angle
Lines / Photos	13 / 204	Per proposed flight plan, shown in map.
Planned Overlap	60% / 30%	Nominal endlap / sidelap
Airborne GPS / IMU	Recorded	Process using local CORS.
Primary Delivery via	FTP	CAD and compressed SID tiles via Internet Download
Secondary Delivery via	UPS	Ground delivery included if needed
Project Map	Yes	See page 2

Main Block Deliverables:

- * 0.5' pixel, RGBIr Orthos in GeoTIFF/TFW and SID/SDW format
- * 2' Contours and supporting DTM in *.DWG format
- * Features at 1" = 100' map scale in *.DWG format (see attached feature list)
- * Project Index in *.dwg format.
- * Project Metadata (technical details) in PDF Format

Media Type: Standard Media (USB Hard Drive)

Estimated Schedule: Project complete within 3-4 months of flight.

	AOI mi ²	COST	Notes
0.5' Pixel Orthos	37.7	\$15,120	4-band, RGBIr; see attached deliverables list.
2' Contours	33.2	\$12,567	With supporting DTM in *.DWG format.
2' RUSA Contours	0.3	\$350	New data collected from stereo imagery.
Optional Features	33.2	\$13,190	See attached feature list.

Price Valid: For one year from receipt by client.

Submitted by:



Leanne Mitchell

Project Coordinator

GeoTerra, Inc.

www.geoterra.us

541-914-1582

Total Amount Approved =

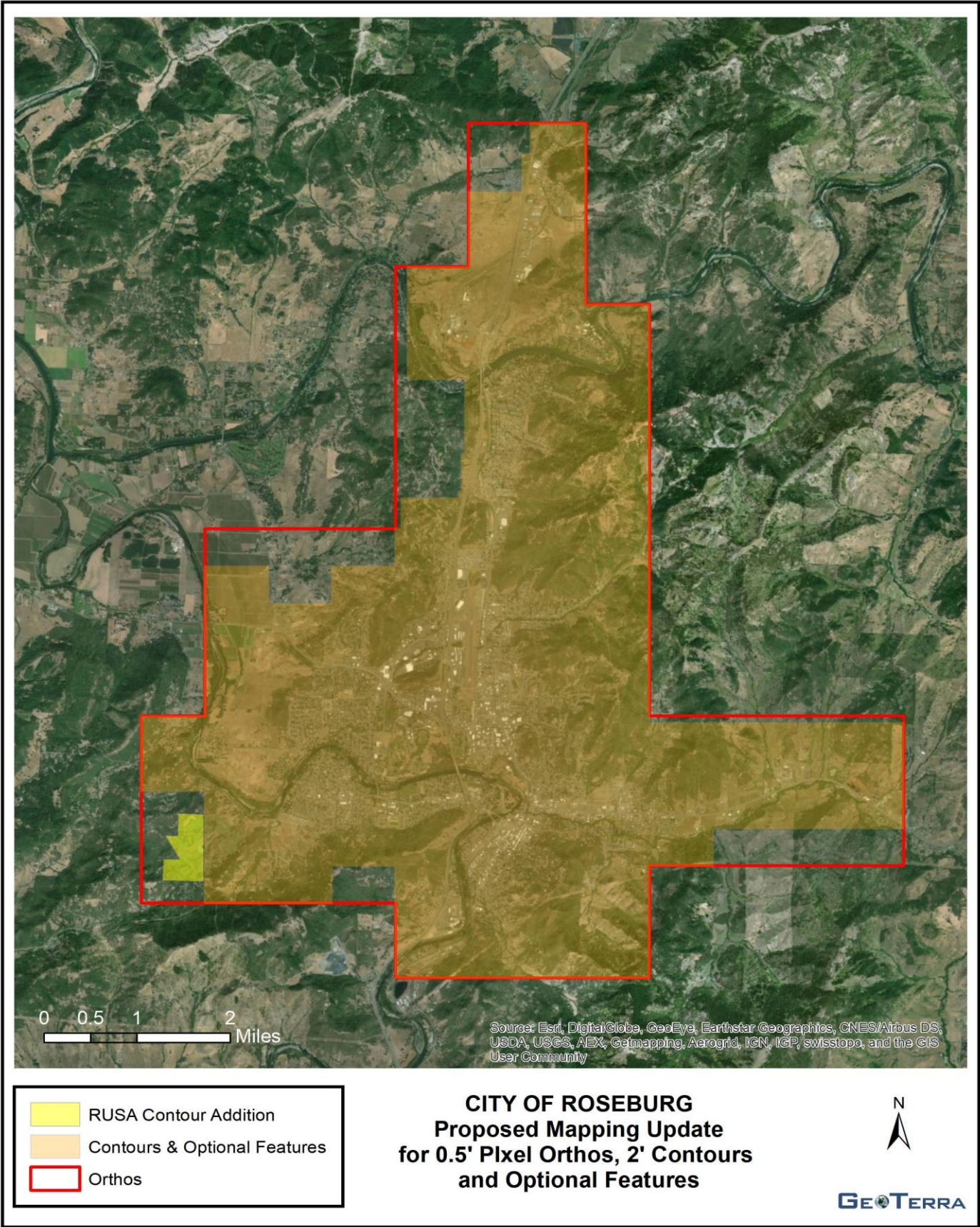
By:

Name:

Position:

Date:

Project Map



ORTHO DELIVERABLES

Flight plan with exposure stations and flight lines in kmz format, submitted for review prior to acquisition.¹

4-band (RGBIr), 8-bit Orthophotography with requested tiling scheme at 0.5' Pixel Resolution in GeoTIFF format (ASPRS Horizontal Accuracy Class = 1.0')

Ortho DTM in DWG format.

Final Project Index to include photo locations, survey, ortho tiles and survey control in DWG or ESRI geodatabase format.

¹ Imagery will be acquired with a minimum 60% forward overlap and 30% lateral overlap. Major overpasses and areas with tall downtown buildings may be acquired at 80% forward overlap and/or 60% lateral overlap to limit building lean and bridge distortion.

City of Roseburg

Optional CAD Features

Map Scale 1" = 100'

Golf Course
Playground Paved
Playground Unpaved
Low Area
Low Area Symbol
River Edge
Stream Intermittent
Stream Perennial
Body of Water
Dam Concrete
Ditch Unpaved
Filtration Pond
Building Courtyard
Building
Ruin
Building Under Construction
Tank
Building Foundation
Greenhouse
Pool Public
Airport Runway
Airport Taxiway
Paved Road Centerline on a bridge
Curb base of a nonroad feature on a bridge
Curb top of a nonroad feature on a bridge
Concrete Walkway on a bridge
Bridge Polygon
Road Curb Base on a bridge
Road Curb Top on a bridge
Bridge Paved Road
Centerline of Railroad on a bridge
Centerline Paved
Centerline of Railroad
Driveway Paved
Driveway Unpaved
Curb base of a nonroad feature
Curb top of a nonroad feature
Parking Paved
Parking Unpaved
Sidewalk Concrete Public
Road Curb Base
Road Curb Top
Road Paved
Road Unpaved

PUBLIC NOTICE

Request for Approval of a Sole Source Procurement

Date of publication: March 4, 2019

A request for approval of a Sole Source procurement will be presented to the Roseburg Urban Sanitary Authority, acting as the Local Contract Review Board, on March 13, 2019 at the regularly scheduled Board meeting.

Written findings will be presented to the Contract Review Board that the following equipment, based on Market Research, Compatibility and other findings, are available from only one source.

Huber Technology of Huntersville, NC. is the sole source of shaftless screw conveyors matching the existing conveying system located at the RUSA WWTP in the biosolids cake storage facility constructed in 2016.

The proposal, from Huber and written findings, may be reviewed upon request by contacting Roseburg Urban Sanitary Authority, 541.672.1551 or email at jbaird@rusa-or.org.

An affected person may protest the written findings. A written protest shall be delivered to the following address: Roseburg Urban Sanitary Authority, Jim Baird, General Manager, P.O. Box 1185, Roseburg, OR 97470.

This public notice is being published on Roseburg Urban Sanitary Authorities Internet World Wide Web site, www.rusa-or.org, at least seven days prior to the Contract Review Board's meeting scheduled for March 13, 2019.

SOLE-SOURCE DETERMINATION AND JUSTIFICATION FOR GOODS OR SERVICES

To: Roseburg Urban Sanitary Authority Board,
acting as the Contract Review Board

From: James V. Baird, General Manager

Date: March 4, 2019

Re: Sole Source Determination pursuant to Oregon Revised Statute (ORS) 279B.075.

Total Value of Contract: \$170,000

Subject of Contract: Three Screw conveyor section with associated motors and pneumatic outlet slide gates.

Background: In 2015 Roseburg Urban Sanitary Authority put out for competitive bid a Biosolids Conveyance Procurement. There were three respondents to the request for bids; Triangle Pump, APSCO Inc. and Huber Technology. The bids for the equipment were as follows:

Triangle Pump \$159,855

APSCO Inc. \$148,631

Huber Technology \$102,000

Huber Technology was awarded the contract and subsequently the two section of conveyor were installed and have been functioning well.

The Biosolids Cake Facility will be expanded to meet the needs of the WWTP, and additional screw conveyors are required to transport the biosolids around the building addition. As was the case for the previous conveyor purchase RUSA will be purchasing the equipment to be installed once the building is complete.

In an effort to provide uniformity of equipment and limit the required spare parts staff is recommending that RUSA award this contract as a sole source procurement.

Findings:

- I. Pursuant to ORS 279B.075(2)(a) That the efficient utilization of existing goods requires acquiring compatible goods or services;

As was seen in the 2016 competitive bid process there are several companies that manufacture screw conveyors. All of the companies manufacture their product specifically to each companies' design. Huber's design is similar in form to the other companies but unique to the specific components used in the construction. Purchasing equipment that is constructed using the same parts as the existing equipment will limit the spare parts required and provide for uniform operation, maintenance and repairs.

- II. Pursuant to ORS 279B.075(3) To the extent reasonably practical, the contracting agency shall negotiate with the sole source to obtain contract terms that are advantageous to the contracting agency.

Staff has negotiated a total price of \$ 170,000 for a total of three new conveyor sections. The equipment price is approximately \$ 167,000 with approximately \$3,000 allocated for two days of start-up services. The price quoted includes the freight to the job site (FOB job site).

The following is the unit price (approximate price per foot)

Three conveyor sections totaling 139'; total price \$167,000 or \$1,201.44/ft.

The 2015 bid unit price (approximate price per foot)

Two conveyor sections totaling 102'; total price \$102,000 or \$1,000/ft

Price increased \$201.44/ft over four years.

Price comparison from 2015 competitive bid:

Huber	102' - \$1,201.44/ft	\$ 122,546.88
APSCO (2015 bid)	102' - \$ 1,457.17	\$ 148,631.00
Triangle Pump (2015 bid)	102' - \$ 1,567.21	\$ 159,855.00

Assuming the three companies have seen similar price increases for labor, materials and parts Huber should be the low bidder should this procurement be competitively bid.

GENERAL MANAGERS REPORT

Date: 3/07/19
To: Roseburg Urban Sanitary Authority, Board of Directors
From: James V. Baird, General Manager
Re: General Managers Informational Report to the Board

Back Nine Sanitary Sewer Extension Phase I

Utility power is still pending Pacific Power installation.

NW Black Avenue Sanitary Sewer Replacement Project

The Engineer's test reports, letter of certification of completion and as-built drawings have been received. The project in the one-year warranty period.

Downtown Improvements Phase II

The Engineer's test reports, letter of certification of completion and as-built drawings have been received. The project in the one-year warranty period.

Winchester Pump Station Force Main Replacement Project

The project bidding period has closed. R&G Excavating was the apparent low bidder. RUSA's share is \$ 2,334,778.

Loma Vista Pump Station Study

i.e. Engineering is working on the study. The draft study is scheduled to be completed by the end of March

Wastewater Treatment Plant Fuel Tank Removal

We have provided the DEQ the addition requested documentation. Nancy Sawka, Cleanup Project Manager, has stated that she is writing up the No Further Action Required letter for internal review and finalization.

Winter Storm Damage Update

Due to the sever winter weather we experience in Roseburg the following power outages and system failures occurred:

WWTP – Utility power was out from Sunday night until Tuesday morning. We operated the plant on the back up generators during the outage. Due to the extended time without power and inability of our fuel supplier to reach the plant the Jacobs personnel as well as RUSA staff shuttled diesel to supply the generator. Due to the large amount of fuel required and multiple locations requiring fuel RUSA enlisted Basco Logging to assist in the effort.

Loma Vista Pump Station – Utility power was out from Sunday until Wednesday. We rented a portable generator to provide power for the station.

Highland Pump Station – Utility power was out from Sunday until Wednesday. Highland Pump Station utilized the backup generator onsite until power was restored.

Winchester Pump Station – Utility power was out from Sunday until Wednesday. Winchester Pump Station utilized the backup generator on site until power was restored.

North Bank Pump Station – Access to the site was hazardous on Sunday night. Jacobs personnel made it to the site Monday to find that a check valve had failed, and the dry pit was flooded. Arrangements were made to rent a portable pump from Godwin Pump in Portland and bypass pumping was established Wednesday after a failed attempt to move the pump to the site Tuesday night. The pumps were removed and repaired at HPS Electric and the electrical components replaced. The pump station was back in operation Saturday afternoon.

Wilber I and II – Both pump stations experienced utility power outage Sunday and power was restored Wednesday. We mobilized two generators to the pump station sites to provide power.

Staff and Board Professional Development

The SDAO Annual Conference was held February 8th – 10th at Sunriver. David Campos, Kelsey Wood and Jim Baird attended the conference.

The Occupational Safety and Health Conference was held March 4th – 7th in Portland. Ryon Kershner (RUSA Safety Committee Chair) attended the conference this year.

Surplus Vehicle Sales

We sold two vehicles on GovDeals recently. The 1997 Chevrolet 1-ton cab-chassis sold for \$6,100 and the 2011 Chevrolet ¾ ton pickup with canopy sold for \$18,000.

ROSEBURG URBAN SANITARY AUTHORITY

NEW DEVELOPMENTS AND PROJECTS

DEVELOPMENTS:

- Oakridge Court Apartments
 - The plans and specifications have been approved. This project is on hold.
- Newton Creek Manor
 - The construction on this project is complete.
 - Testing, as-builts and Engineer's Letter of Certification are still pending.
- Umpqua Health Newton Creek Campus
 - The project scope of this project was extended, and the construction is complete.
 - Testing, as-builts and Engineer's Letter of Certification are still pending.
- Woodside Village
 - The construction on this project is complete.
 - Testing, as-builts and Engineer's Letter of Certification are still pending.

PRELIMINARY DESIGN:

- Loma Vista Pump Station Improvement Study
- Tabor – Military Avenue partition
- Townsend Lane – Lookingglass subdivision

PROJECTS:

- Cascade Court main line extension – Joint City-RUSA project
 - Cradar Enterprises has completed the work on this project. The punch list items have been completed. Engineers certification and as-built drawings are still pending.
- Back Nine
 - The lift station is waiting for power service.
- Winchester Pump Station Pressure Line Replacement
 - Project bidding period has ended. The apparent low bidder is R&G Excavating, RUSA's share of the project is \$ 2,334,778.

ROSEBURG URBAN SANITARY AUTHORITY

February 2019 STAFF REPORTS

COLLECTION DEPARTMENT:

- Completed 46 work orders.
- Completed CCTV of 11,632 feet of mainline.
- Completed cleaning of 56,360 feet of mainline.
- Completed 49 manhole inspections.
- Repaired 3 manholes and completed 1 spot repair.

ENGINEERING DEPARTMENT:

- Completed 127 underground utility locate requests.
- Issued 7 permits and completed 5 inspections.
- Back Nine Sanitary Sewer Extension project. The lift station is waiting for power service. The sewer system has been tentatively accepted and put in its warranty period.
- Construction on the Cascade Court Project is complete. The City is finalizing negotiation with a home owner, and working on closing out the project.
- Newton Creek Manor mainline extension is now complete waiting on final testing, as-builts and Engineers Certification Letter.
- Umpqua Health mainline has been extended. An additional 60 feet of pipe will be constructed. The original line has been completed. The extension has been complete. We are waiting final testing, as-builts and Engineers Certification Letter.
- Bids have closed for the Hwy 99 pressure main project. R&G Excavating, Inc. was the apparent low bidder. RUSA's share of the project is \$ 2,334,778.
- FOG inspections: Rodeo Steak House, Dutch Bros (Stephens St.) and Sizzler all have been contacted regarding passing grease. True Kitchen & Bar has been contacted as a follow up to an initial contact regarding grease bypassing the interceptor. A Notice of Violation will be sent if the business does not have the interceptor pumped.

FINANCE DEPARTMENT:

- Vacancy Credits: 8 were processed for a total of \$1,187.00 in February.
- Credit cards/eChecks: 714 payments totaling \$39,849.95 were collected in February. 69 payments received at the counter, 36 by voice response system, and 609 on-line.
- Automatic Payments: 2,003 customer accounts are signed up. Received \$80,570.32 or approximately 14.5% of monthly billing.



TO: Jim Baird, General Manager-RUSA
FROM: Jade Mecham, Project Manager
DATE: March 7, 2019
SUBJECT: February 2019 Monthly Report

OPERATIONAL ACTIVITIES

- The treatment facility averaged 91% BOD 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 February 2019, was 239,000 KWHRS with a total Effluent flow of 249.30 million gallons, all of which went to Outfall 001 (South Umpqua River). The February 2018 electrical consumption was 185,000 KWHRS with a total Effluent flow of 122.62 million gallons, all of which went to the river at Outfall 001.
- The annual biosolids and pretreatment reports were completed and sent to the DEQ.
- A dental compliance report was sent to all dentists in the district requesting information on their amalgam separators as part of a new dental amalgam rule by the EPA.
- The major rain storm that turned to snow resulted in the plant losing grid electrical power for 32 hours. With a heavy load of pumping, the generators required refueling every 11 hours, under normal, it's 19 hours. Our normal fuel supplier was not available and alternative businesses were reached to help supply fuel.
- All 8 pumping stations lost power and 4 have generators to supply power and 1 rental generator was brought in for Loma Vista. North Bank flooded out and required a trailer mounted pump to pump the water out for a period while the station was repaired.

PRETREATMENT ACTIVITIES

The following pretreatment inspections were completed in February:

- *DC Precision Lube on G.V.:* Their discharge at the clean out looked Ok, no oily buildup.
- *Downtown Market & Deli:* Their discharge at the clean out showed considerable FOG buildup. Spoke with the manager and she will discuss the issue with the owner.
- *Dutch Brothers Diamond Lk:* Their discharge at the clean out was Ok. They do have an inside interceptor.
- *Ashley Assisted Living:* Their discharge at the clean out showed a lot of FOG. Spoke with the Maintenance Manager (Bill) about the FOG build up.
- *Draper Brewery:* Downstream at the Manhole, the discharge looked OK.

- ## NATURAL TREATMENT SYSTEM (NTS)

- Our portion of the annual farm operations plan was sent to Mark Madison, Jacobs, for review.
- A generator was required at the NTS pump station to power up the SCADA to maintain the configuration of the SCADA.

- Repaired the hole in the piping above the #2 Gas Compressor.
- Replaced the water recirculation pump for the Lab DI system.
- Installed De-Raggers on the #1, #2 & #3 Influent pumps with bypass switches.

- We are in our normal winter testing which requires: BOD's 3 times a week, TSS 3 times a week, pH daily, Chlorine Residual Daily average, Ammonia once a week, E. Coli 3 times a week.
- Number of QAQC results for permit: 95

12 BOD's	28 pH	12 Fecal/E. Coli
12 TSS	28 Cl2 Res.	3 Ammonia
- Precision results: In Control: 93
Out of control: 2
Accuracy Results: In Control: 83
Out of Control: 0
- On 2/14/19, lab water was sampled. Samples were shipped to NRC for testing.
- On 2/14/19, we sampled Storm water, dissolved Cadmium samples were filtered and preserved along with arsenic samples and shipped to NRC. Samples for E. Coli and BOD were tested that day, in-house.

- None.

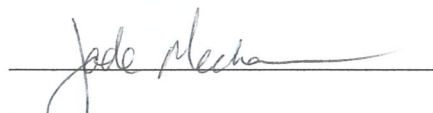
OPERATIONS/NTS:

- 23

MAINTENANCE:

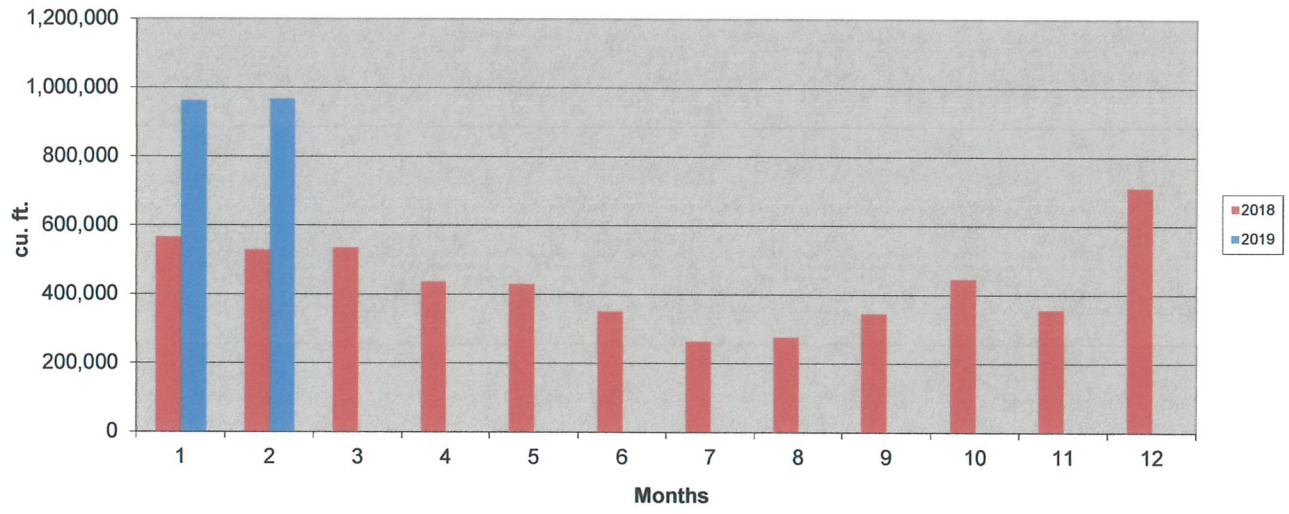
- Replace Sludge Transfer VFDs
- Investigate and resolve the incoming power issue at the plant.
- Rebuild the Digester Gas mixing system distribution header.

Enclosures: Boiler/Flare Gas Usage graphs
 Influent TSS/CBOD and Effluent Flow Graphs
 12 Month Moving Avg.
 Violation Win-Limit Report

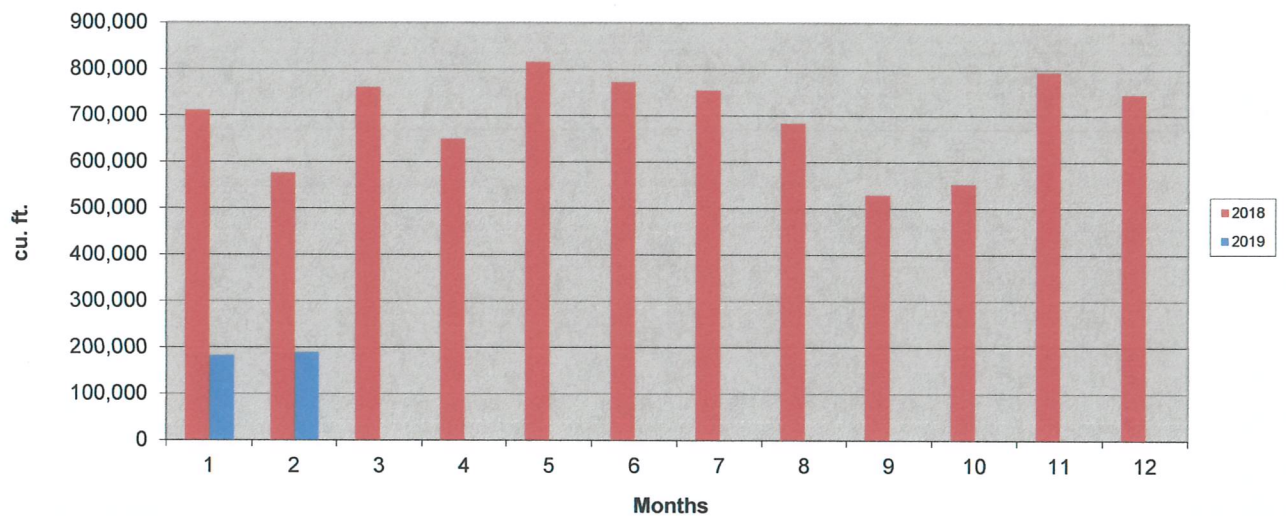


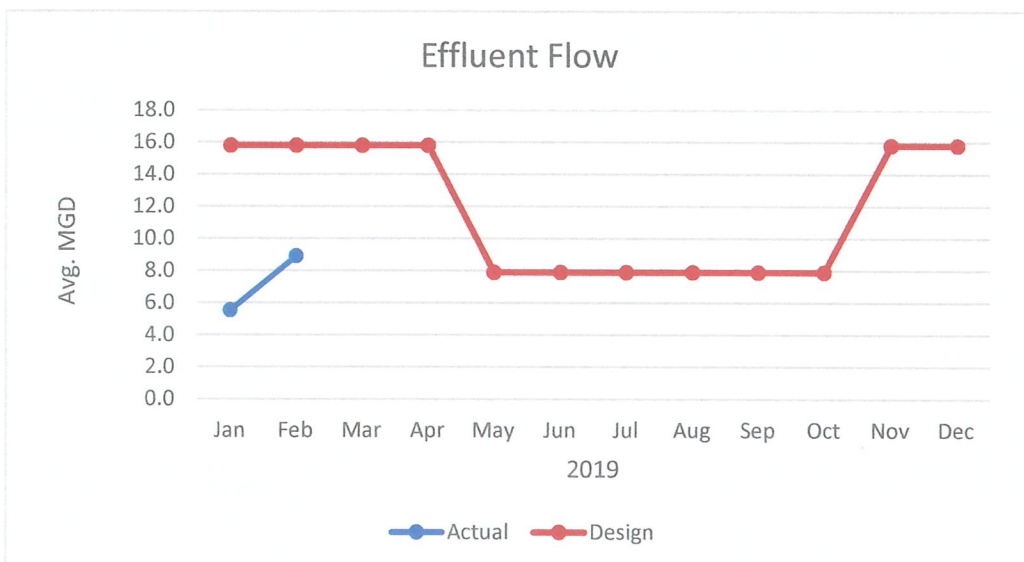
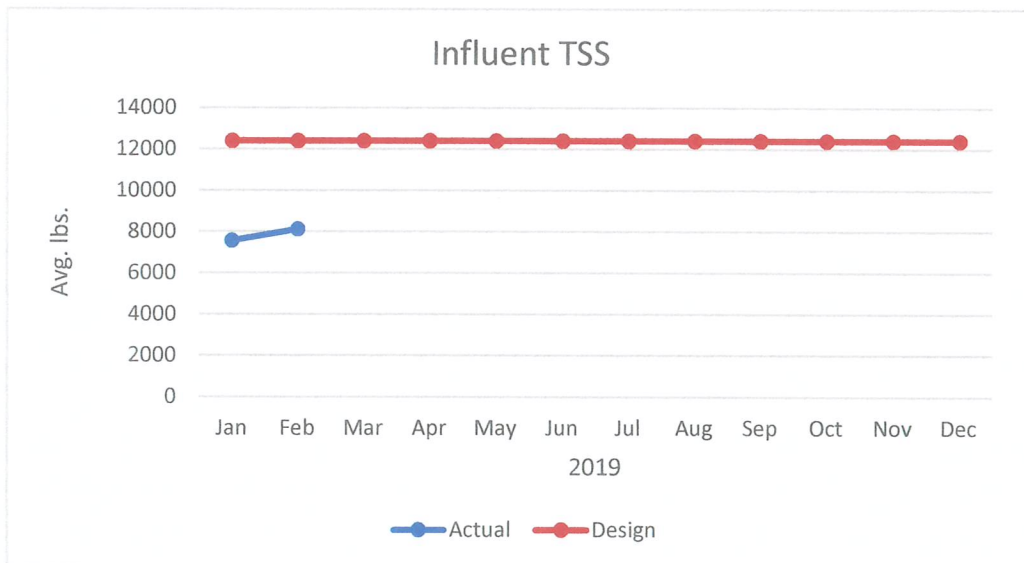
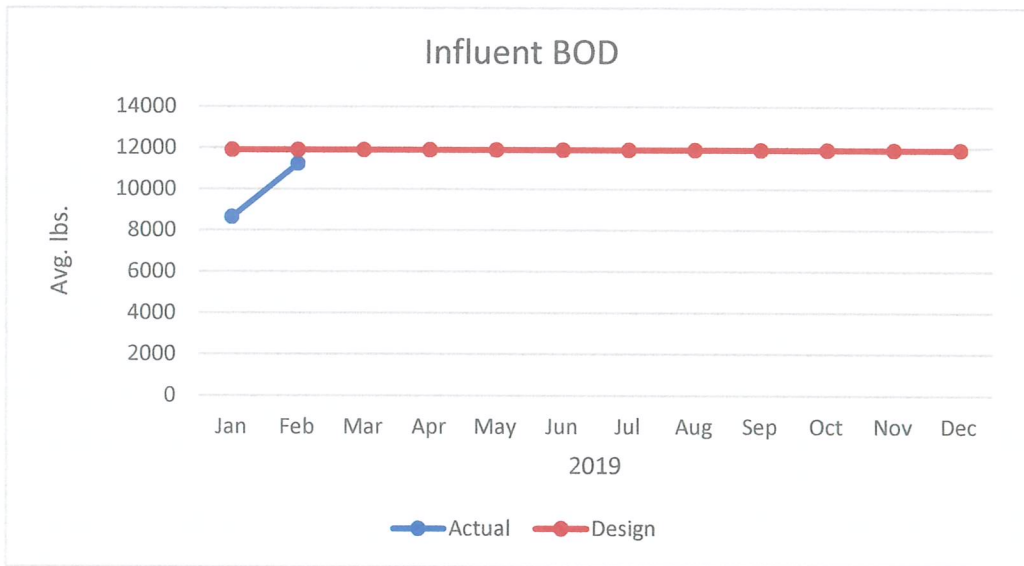
Jade Mecham
Project Manager
Jacobs

BOILER GAS USAGE



FLARE GAS USAGE





12 MONTH MOVING AVERAGES

Month/Year	Plnt Inf Q Average MGD	Plnt Inf Average lbs/day CBOD /BOD	Plnt Inf Average lbs/day TSS
Mar-18	5.72	10343	8779
Apr-18	4.08	9078	6784
May-18	3.15	7012	6919
Jun-18	2.87	7027	6826
Jul-18	2.76	6345	6937
Aug-18	2.76	6849	6849
Sep-18	2.65	7770	8030
Oct-18	2.66	6406	6481
Nov-18	3.13	8615	6288
Dec-18	4.83	8939	7443
Jan-19	5.55	8653	7574
Feb-19	8.92	11233	8133
SUM	49.08	98268	87042
AVE	4.09	8189	7253
MAX	8.92	11233	8779
MIN	2.65	6345	6288

Limit Summary: (** designates values exceeding limit)
No values exceeding limit.

Location/Parameter	Units	Limit	Actual
Plnt Ef			
BOD 5 - BOD 5 Day 20 Deg C			
Average	MG/L	30	14.08
Max Weekly Avg (Wed Rule) , Beginning: 2/10/2019	MG/L	45	16
Average Loading	lb/day	3800	1044
Max WeeklyAvg (Wed Rule) Loading, Beginning: 2/24/2019	lb/day	5600.00	1780
Plnt Ef			
pH Lab - pH Lab Standard Units			
Minimum , 2/11/2019	S.U.	6.10	6.60
Maximum , 2/28/2019	S.U.	8.50	7.24
Plnt Ef			
Solids TSS - Total Suspended Solids TSS			
Average	MG/L	30.00	8.08
Plnt Ef			
Solids TSS - Total Suspended Solids TSS			
Max Weekly Avg (Wed Rule) , Beginning: 2/24/2019	MG/L	45.00	10.00
Plnt Ef			
Solids TSS - Total Suspended Solids TSS			
Average Loading	lb/day	3800.00	623.37
Plnt Ef - Effluent			
E Coli - E Coli			
Average	MPN	126.00	14
Max Weekly Avg (Wed Rule) , Beginning: 2/24/2019	MPN	406.00	58
Plnt Ef			
Cl2 Residual - Chlorine Total Residual			
Average	MG/L	.5	0.02
Plant TSS Removal Efficiency			
Avg % Removal (Lower Limit)	%	85.00	94
Plant BOD Removal Efficiency			
Avg % Removal (Lower Limit)	%	85.00	91
South Bank 004			
Flow Mgd - Flow Thru Treatment Plant Mgd			
Maximum	MGD	0.00	
Outfall #3 Flow			
Flow Mgd - Flow Thru Treatment Plant Mgd			
Sum	MGD	0.00	

CASH DISBURSEMENT RECAP BOARD MEETING MARCH 13, 2019

Cash Disbursements Since the Last Board Meeting

All Funds:

Total of Prepaid Checks & ACH Transactions	81,995.48
Total of Regular Checks & ACH Transactions	<u>167,106.32</u>

Total Expenditures (not including Payroll)	<u>249,101.80</u>
--	-------------------

Payroll:

Net Payroll - February 2019	58,620.37
-----------------------------	-----------

All Checks & ACH Transactions since the Board Meeting of February 13, 2019	<u>307,722.17</u>
--	-------------------

Accounts Payable

Checks by Date - Detail by Check Date

User: christine
Printed: 3/7/2019 4:54 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	ASIFLEX	ASIFlex	02/28/2019	
	FEB 19 PR	PR Batch 00001.02.2019 Flexible Spending Acc	PR Batch 00001.02.2019 Flex	1,479.13
	FEB 19 PR	PR Batch 00001.02.2019 Dependent Care FSA	PR Batch 00001.02.2019 Dep	83.33
Total for this ACH Check for Vendor ASIFLEX:				1,562.46
ACH	DNB	Internal Revenue Service	02/28/2019	
	FEB 19 PR	PR Batch 00001.02.2019 Medicare - Employee	PR Batch 00001.02.2019 Med	1,227.70
	FEB 19 PR	PR Batch 00001.02.2019 FICA - Employer	PR Batch 00001.02.2019 FIC	5,249.49
	FEB 19 PR	PR Batch 00001.02.2019 FICA - Employee	PR Batch 00001.02.2019 FIC	5,249.49
	FEB 19 PR	PR Batch 00001.02.2019 Federal Income Tax	PR Batch 00001.02.2019 Fed	5,910.69
	FEB 19 PR	PR Batch 00001.02.2019 Medicare - Employer	PR Batch 00001.02.2019 Med	1,227.70
Total for this ACH Check for Vendor DNB:				18,865.07
ACH	OR-Rev	Oregon Dept. of Revenue	02/28/2019	
	FEB 19 PR	PR Batch 00001.02.2019 Oregon W/Held	PR Batch 00001.02.2019 Ore	4,874.35
Total for this ACH Check for Vendor OR-Rev:				4,874.35
48851	CIS INS	CIS Trust	02/28/2019	
	FEB 19 PR	PR Batch 00001.02.2019 Short-Term Disability	PR Batch 00001.02.2019 Sho	124.51
	FEB 19 PR	PR Batch 00001.02.2019 Medical Ins w/RX	PR Batch 00001.02.2019 Med	28,591.10
	FEB 19 PR	PR Batch 00001.02.2019 CCIS Insurance Long-	PR Batch 00001.02.2019 CCI	224.58
	FEB 19 PR	PR Batch 00001.02.2019 Dental & Vision	PR Batch 00001.02.2019 Den	3,341.00
	FEB 19 PR	PR Batch 00001.02.2019 CCIS Insurance AD&I	PR Batch 00001.02.2019 CCI	22.05
	FEB 19 PR	PR Batch 00001.02.2019 Life Insurance - Spous	PR Batch 00001.02.2019 Life	138.77
	FEB 19 PR	PR Batch 00001.02.2019 Voluntary Dependent L	PR Batch 00001.02.2019 Vol	31.92
	FEB 19 PR	PR Batch 00001.02.2019 Voluntary Life Insuran	PR Batch 00001.02.2019 Vol	249.50
	FEB 19 PR	PR Batch 00001.02.2019 Life Insurance - er	PR Batch 00001.02.2019 Life	106.10
Total for Check Number 48851:				32,829.53
48852	PEBSCO	Nationwide Retirement Solutions	02/28/2019	
	FEB 19 PR	PR Batch 00001.02.2019 Nationwide-Deferred C	PR Batch 00001.02.2019 Nati	3,850.00
Total for Check Number 48852:				3,850.00
48853	SHRED-IT 8126645732	Shred-It USA Jan & Feb Service	02/28/2019	
Total for Check Number 48853:				171.16
48854	USPS	US Postal Service	02/28/2019	
	Feb 2019	Postage for UB March Bills		2,450.84
Total for Check Number 48854:				2,450.84
48855	VERIZON	Verizon Wireless	02/28/2019	
	9824199875	Monthly Cellular Service		649.23
	9824199883	Wireless service for TV van		39.02

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 48855:				688.25
Total for 2/28/2019:				65,291.66
ACH	02669	PERS Deposit	03/12/2019	
	FEB 19 PR	PR Batch 00001.02.2019 PERS W/Held	PR Batch 00001.02.2019 PER	4,222.62
	FEB 19 PR	PR Batch 00001.02.2019 OPSRP-Not W/Held	PR Batch 00001.02.2019 OPS	4,851.03
	FEB 19 PR	PR Batch 00001.02.2019 PERS - Not W/Held	PR Batch 00001.02.2019 PER	6,885.21
	FEB 19 PR	PR Batch 00001.02.2019 PERS Pick-Up	PR Batch 00001.02.2019 PER	744.96
Total for this ACH Check for Vendor 02669:				16,703.82
Total for 3/12/2019:				16,703.82
Report Total (9 checks):				81,995.48

Accounts Payable

Checks by Date - Detail by Check Date

User: christine
Printed: 3/7/2019 4:58 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	STAPLES 2233279941 2236979491	Staples Credit Plan Calendar for Greg Paper supplies	03/13/2019	7.99 147.96
Total for this ACH Check for Vendor STAPLES:				155.95
48856	WP Feb 2019	Avista Utilities Natural Gas Usage	03/13/2019	213.65
Total for Check Number 48856:				213.65
48857	BANNERMC AA 022418 CM 02252019 DF 02062019a DF 02062019b DF 021119 DF 021219 DF 021319 DF 021419 DF 022419 GO 02052019 HW 021319 JB 02072019 JB 02102019a JB 02102019b JB 02102019c JB 022719 JBB 020519 JBB 020819 KB 021419a KB 021419b KV 020119 KV 021419 KV 022619 LM 021119 MC 02192019a MC 02192019b MC 022719 RC 02012019 RC 02252019 RK 020419 RK 020519 RK 022219 SL 02012019 SL 02072019	BANNER BANK Microsoft-Office 365 Business Essentials subscr Microsoft-11 Office Business Prem. subscription Network Solutions-Email acct tied to lucitymobi Network Solutions-SSL Cert for SB Server TechSmith-Annual fee for 5 SnagIt user licenses Amazon-Windows 10 Pro-Dave's computer Show Me Cables-network patch cords for invent Amazon-display adapter for TV Van Computer Microsoft Corp-MS Visio for Dave Ten Down-DCUCC Lunch-Greg O Safeway-Board mtg snacks Twisted River-Dinner (SDAO conf) Sunriver-Lodging (SDAO conf)-Kelsey Wood Sunriver-Lodging (SDAO conf)-David Campos Sunriver-Lodging (SDAO conf)-Jim Baird Winchester Pub-Lunch (storm)-Jacobs crew Ten Down-DCUCC Lunch-John B Harbor Freigh-tools for truck Megabyte-Adapter for TV Van Megabyte-Refund Adapter for TV Van Harbor Freight-Tire for steam pressure washer Bagel Tree-Staff mtg supplies HL Supply-Carberator for vibra plate Coastal-Water spout for Admin yard Abby's Pizza-UBOS lunch CM,JB,JBB,MC,RK, Abby's Pizza-UBOS lunch-LM & RC Coastal-Rock salt for sidewalks OR Health Authority-Backflow tester cert-Rick (03/13/2019	35.00 137.50 11.39 69.99 42.40 323.42 80.35 6.49 15.00 11.00 10.00 38.75 282.35 299.61 299.61 104.15 14.00 29.96 8.00 -8.00 5.99 34.25 27.74 64.99 68.10 27.15 19.98 195.00 102.57 25.98 11.00 14.28 1,350.60 -124.38
Total for Check Number 48857:				3,634.22
48858	BATT PLU	Batteries Plus #208	03/13/2019	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	P11830675	2 6V Lead-Emergency light batteries		27.90
			Total for Check Number 48858:	27.90
48859	OMI 351289-006	CH2MHill OMI Services per agreement	03/13/2019	121,072.75
			Total for Check Number 48859:	121,072.75
48860	Chytka 129616	Chytka Pest Control LLC Pest Control-March	03/13/2019	40.00
			Total for Check Number 48860:	40.00
48861	WATER FEB 2019 KEADY	City of Roseburg Water service to Keady Ct	03/13/2019	46.60
			Total for Check Number 48861:	46.60
48862	SHAUN 00002-30421	DC Precision Lube & Tune Oil change-'11 Ford F-550 PU (2 yd dump)	03/13/2019	33.29
			Total for Check Number 48862:	33.29
48863	DEQ Leland Grade 1	Dept of Environmental Quality DEQ Cert-Grade I Collection	03/13/2019	240.00
			Total for Check Number 48863:	240.00
48864	DFN March19 Admin March19 High March19 Host March19 Keady March19 NBank March19 NTS March19 Phones March19 Wilb1 March19 Wilb2 March19 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 Internet Services-Phones/Sec Cams Internet Services-Wilbur 1 PS Internet Services-Wilbur 2 PS Internet Services-Winchester P	03/13/2019 Service: 14806 Service: 105797 Service: 106289 Service: 105793 Service: 23920 Service: 105794 Service: 105796 Service: 105794 Service: 105795	202.71 64.14 10.28 64.14 61.64 46.09 107.24 64.14 61.64 64.14
			Total for Check Number 48864:	746.16
48865	EARTH 344120	EARTH20 Bottle water	03/13/2019	26.34
			Total for Check Number 48865:	26.34
48866	FASTENAL ORROS198187	Fastenal Company Confined space harness	03/13/2019	343.76
			Total for Check Number 48866:	343.76
48867	GRAPHDIM 1836	Graphic Dimensions, Inc. Cutting of March UB Bills	03/13/2019	32.00
			Total for Check Number 48867:	32.00
48868	LOWES 901129a 901129b 901824	Lowes Light & bulb for bldg Power cord cover & hand truck ABS Pipe for push cam	03/13/2019	37.81 160.54 29.78

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	908595	No slip pads for locator box		6.80
			Total for Check Number 48868:	234.93
48869	MSTRCR 23029-8	MasterCare Cleaning Co Inc Janitorial services-February	03/13/2019	390.00
			Total for Check Number 48869:	390.00
48870	NEXNET 7666	Nexcom, LLC Digital phone service-Admin & WWTP security	03/13/2019	332.80
			Total for Check Number 48870:	332.80
48871	NORLAB 81085	Norlab, Inc. Dye strips	03/13/2019	356.00
			Total for Check Number 48871:	356.00
48872	OR-LIN 307294 313090	Oregon Linen, Inc. Mats and bldg supplies Laundry service & supplies	03/13/2019	51.62 35.30
			Total for Check Number 48872:	86.92
48873	OWEN 00188303 00188355	Owen Equipment Company Nozzle repair kit Nozzle repair kit	03/13/2019	77.95 182.10
			Total for Check Number 48873:	260.05
48874	PPL FEB19 140LM FEB19 411LM FEB19 425LM FEB19 Admin FEB19 High FEB19 Keady FEB19 LV FEB19 NBank FEB19 NTS FEB19 SBank FEB19 Wilb1 FEB19 Wilb2 FEB19 WWTP1 FEB19 WWTP2	Pacific Power Power Usage-140 LM-NTS Gate Usage-411 LM-Storage Bldg Power Usage-425 Long Meadow Power Usage-Admin Bldg Power Usage-Highland PS Contract Min&Usage-Keady Ct PS Power Usage-Loma Vista PS Power Usage-North Bank PS Contract/Power Usage-NTS PS Power Usage-South Bank PS Power Usage-Wilbur 1 PS Power Usage-Wilbur 2 PS Power Usage-WWTP 1 Power Usage-WWTP 2	03/13/2019	19.66 24.78 10.48 645.43 2,474.14 206.99 157.86 175.20 1,624.34 2,141.64 164.40 165.10 20,039.29 28.10
			Total for Check Number 48874:	27,877.41
48875	Premium 22117	Premium Landscape, Inc. Landscaping - February	03/13/2019	180.25
			Total for Check Number 48875:	180.25
48876	A&I 831692 831721 832263 832286 833123 833142 834173	Roseburg Auto & Truck Supply Drill bits Die grinder (air tool) Auto cleaning supplies Auto cleaning supplies parts for small engine maintenance Supplies for small engine maintenance Fuel pump filter for transfer tank	03/13/2019	32.78 81.99 9.58 27.99 39.96 28.87 23.89

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 48876:				245.06
48877	TEKMAN	TEKMANAGEMENT, INC.	03/13/2019	
	57237a	Firewall for NTS		319.26
	57237b	Firewall TV Van		319.26
	57237c	Firewalls for 7 Pump Stations		2,234.86
	57238a	Service and Maintenance for Admin Network Fi		711.65
	57238b	Prepaid thru 1/31/22 -Service & Maint for Admin		4,412.15
	57506	Agreemnt TekProtect Business Services		96.00
	57507	Agreement-TekProtect-Business services		96.00
Total for Check Number 48877:				8,189.18
48878	UMPQUARF	Umpqua Quarries, LLC	03/13/2019	
	28080	Crushed rock for stock		171.09
Total for Check Number 48878:				171.09
48879	UNITED	UNITED RENTALS (NORTH AMERICA)	03/13/2019	
	166544322-001	Skid steer for snow removal		397.45
Total for Check Number 48879:				397.45
48880	WECO	WECO	03/13/2019	
	CP-00061824	Fuel Usage-February		1,587.16
Total for Check Number 48880:				1,587.16
48881	WILLGRAY	Willamette Graystone, LLC	03/13/2019	
	17969564	Mortar mix		185.40
Total for Check Number 48881:				185.40
Total for 3/13/2019:				167,106.32
Report Total (27 checks):				167,106.32