



**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 12, 2022. The Board Meeting was held in-person and remotely broadcast by Zoom® Meeting.

**ROLL CALL**

**Directors**

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

**Absent:** David Campos

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**Others present:** General Manager Jim Baird, Office Assistant II Harmony Williams, Collections Superintendent Steve Lusch, Engineering Technician III Ryon Kershner and Lead Operator Vanessa Jordan.

**Consideration of the September 14, 2022, Regular Monthly Board Meeting Minutes.**

Kelsey Wood moved to approve the minutes for the September 14, 2022 Roseburg Urban Sanitary Authority monthly Board Meeting.

Rob Lieberman seconded the motion.

The motion passed unanimously.

**Resolution No. 22-04**

At this time Chair Dunn called to order the Roseburg Urban Sanitary Authority Local Contract Review Board.

Staff presented Resolution No. 22-04; A Resolution Exempting from Competition in Public Contracting for Final Design Services for the North Deer Creek Trunk Sewer Rehabilitation.

As part of RUSA's ongoing sanitary sewer rehabilitation program, the Deer Creek Sewer Trunk line has been identified as the next major rehabilitation project. Rob Lee, with Leeway Engineering, provided professional services to assess the condition and recommended a rehabilitation method for this project.

Rob Lee with Leeway Engineering has 25 years of experience with the rehabilitation of sewer pipelines and specifically lining, pipe bursting, and manhole rehabilitation with over 35 successful

projects encompassing over 100 miles of pipe. RUSA requested a “not to exceed” quote to provide the design services to rehabilitate the Deer Creek Sewer Trunk project. The quotation for the agreed scope of services is \$153,847.

ORS 279C.110 (2,3) states that a local contracting agency may adjust its procedures created for screening and selection of consultants and selection of a candidate under said section and adjustment to accommodate the contracting agency’s objectives and may include for the direct appointment of a consultant if the value does not exceed the amount set by Oregon Revised Statutes.

Jerry Griese moved to approve Resolution No. 22-04; A Resolution Exempting from Competition in Public Contracting for Final Design Services for the North Deer Creek Trunk Sewer Rehabilitation. Kelsey Wood seconded the motion.

Vote By Roll Call

Board Chair Dunn requested “Roll Call” for the motion to approve Resolution No. 22-04; A Resolution Exempting from Competition in Public Contracting for Final Design Services for the North Deer Creek Trunk Sewer Rehabilitation as presented:

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

The motion was passed with a 4/0 vote.

**Sole Source Determination**

Sole-Source Determination and justification for supplies and services Sole Source Determination pursuant to Oregon Revised Statute (ORS) 279B.075 and Oregon Administrative Rule (OAR) 125-247-0275.

Staff presented the Board with information regarding manhole repair and rehabilitation with a two-component system. RUSA has utilized several different products over the years without long-term success. RUSA conducted a trial on a manhole that showed excessive leaking during the wet season. The trial utilized a Madewell Manhole Rehabilitation two-component system. Underground Tech is a certified applicator of Madewell products. After several years there have been no detectable leaks on the monitored manhole. After eight years a very small leak was detected. RUSA informed Underground Tech of the leak and they honored their ten year warranty even though RUSA did not pay for the original rehabilitation.

Based on years of testing several other products to rehabilitate leaking manholes with total failure over time of all the previously tested products, Madewell Manhole Rehabilitation Lining System is the only one that has met the goal of limiting or eliminating leaks in manhole structures for an extended period (the tracking of rehabilitated manholes continues to track the effectiveness of this system). We feel that it is in the best interest of RUSA to continue to utilize this proprietary system to work to eliminate the inflow and infiltration in RUSA’s collection system.

Kelsey Wood moved to approve the Sole Source Determination.  
Rob Lieberman seconded the motion.

Vote By Roll Call

Board Chair Dunn requested “Roll Call” for the motion to approve the Sole Source Determination as presented:

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

The motion was passed with a 4/0 vote.

Chair Dunn reconvened the RUSA regular Board Meeting.

**General Managers Report**

RUSA Treatment Plant Site Modifications - Storm Drain Isolation Project

The contractor began work on October 3<sup>rd</sup>. The contractor has completed one of the three pipe runs included in the project.

Bisulfite Building Project

RUSA held a Pre-construction meeting with the contractor and selected plant staff on October 5<sup>th</sup>. The contractor will move on to the site and begin the project on October 10<sup>th</sup>.

Office Remodel

Tom Rogers of Rogers Engineering is working on plans for the office remodel to add an office space to the front office area.

North Deer Creek Trunk Rehabilitation Project

Rob Lee with Leeway Engineering has evaluated the trunk line and recommended that a lining system be used to rehabilitate the pipe. Manhole rehabilitation will be done to manholes that show deterioration, inflow or infiltrations.

Should the Roseburg Urban Sanitary Authority Local Contract Review Board adopt Resolution 22-04 the design work can begin immediately.

**Jacobs Plant Operations Report**

Vanessa Jordan advised that the treatment facility averaged 98% BOD removal and 96% Total Suspended Solids removal during September. The total Effluent flow was 88.99 million gallons. The Natural Treatment System was used for flow from the plant for the entire month.

## **Accounts Payable**

The Board reviewed the Accounts Payable Report and Addendum for the October 2022 Accounts Payable.

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

### **Vote By Roll Call**

Board Chair Dunn requested "Roll Call" for the motion to approve the October 2022 Accounts Payable Report and Addendum as presented:

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

David Campos

The motion was passed with a 4/0 vote.

## **Other Business**

Staff presented educational materials and informed the Board that they have the opportunity to provide RUSA with a discount from SDAO by devoting time this month to review SDAO Board Member information. Staff also informed the Board of the February 2023 SDAO Conference. Additionally, RUSA applied for and received a rural infrastructure grant in the amount of \$200,000.

## **Attached Additional Items Presented**

Sole-Source Determination & Justification for Supplies & Services

Accounts Payable Addendum

Respectfully submitted,



Harmony Williams  
Office Assistant