



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

**REGULAR MONTHLY BOARD MEETING**  
**December 9, 2020**

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

**December 9<sup>th</sup>, 2020  
RUSA Board Room  
4:00 p.m.**

### **NOTICE**

**The December 9<sup>th</sup> Board meeting will be held at RUSA's Administrative office. The Board Meeting will also be broadcast by Zoom® Meeting. The link to the meeting will be posted on Roseburg Urban Sanitary Authority's web site, [rusa-or.org](http://rusa-or.org)**

### **AGENDA REGULAR MONTHLY BOARD MEETING**

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#### **Board of Directors**

John Dunn, Chair  
David Campos

Kelsey Wood

Rob Lieberman, Vice Chair  
Jerry Griese

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- 1. Call to Order – John Dunn, Board Chair**
- 2. Roll Call**
- 3. Consider Minutes**
  - a. November 10<sup>th</sup>, 2020 Board Meeting
- 4. Convene the Roseburg Urban Sanitary Authority Local Contract Review Board**
  - a. Review of bids for the Installation of Storage 2 Conveyors Electric & Pneumatic Systems.
- 5. Reconvene the Roseburg Urban Sanitary Authority Board Meeting**
- 6. General Managers Report**
  - a. Winchester Pump Station Force Main Replacement
  - b. Hooker Road Rehabilitation Project
  - c. Douglas Avenue Project, City of Roseburg
  - d. Biosolids Building Expansion, Conveyor Installation
  - e. Douglas County request to negotiate a contract with RUSA for emergency disposal of leachate.
- 7. New Development**
- 8. Staff Report**
- 9. Jacobs Plant Operations Report**
- 10. Accounts Payable**
- 11. 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 November 10, 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 Griesse and David Campos  
**Absent:** Kelsey Wood

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**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 October 14, 2020 Regular Monthly Board Meeting Minutes.**

Rob Lieberman moved to approve the minutes for the October 14, 2020 Roseburg Urban Sanitary Authority Regular Monthly Board Meeting.  
Jerry Griesse seconded the motion.  
The motion passed unanimously.

**Roseburg Urban Sanitary Authority Contract Review Board**

Board Chair Dunn convened the Roseburg Urban Sanitary Authority Contract Review Board.

Staff solicited bids from four contractors for the installation of the Biosolids Conveyor Project. Three bids were received by the deadline of 2:00 p.m. on November 4<sup>th</sup>, 2020. One of the bids did not include the required contractor's license number on the face of the envelope as required by State law. Staff was required to deem the bid as non-responsive and did not open the bid.

The remaining two bids were opened and read out loud. Z Terrell & Son was the low bidder with a bid of \$32,000 for the project. The Engineer has reviewed the bids and has recommended to the Board to proceed to award a contract to Z Terrell and Son for the project.

Staff recommended that the Contract Review Board issue a Notice of Intent to Award for the installation of the Biosolids Conveyor Project to Z Terrell & Son.

The Contract Review Board discussed the cost of the past and present Biosolids Projects.

David Campos made a motion to approve the Notice of Intent to Award for the installation of the Biosolids Conveyor Project to Z Terrell & Son.

Rob Lieberman seconded the motion.

The motion passed unanimously.

In the Agreement for Wastewater Facilities Operations, Maintenance and Management Services with Jacobs, RUSA can request out of scope services be provided at Jacobs cost plus fifteen percent (15%).

Jacobs provided a proposal to provide the additional services to complete the Farm Operations Plan and Report for the 2020 N.T.S. operation. The Jacobs agreement will provide the additional services for a not to exceed amount of \$69,000.

Staff recommended that the Contract Review Board approve entering into an out of scope agreement with Jacobs for the N.T.S. Farm Operations Plan and Data Monitoring report in an amount not to exceed \$69,000.

Rob Lieberman made a motion to approve the Out of Scope Agreement with Jacobs.

David Campos seconded the motion.

The motion passed unanimously.

Board Chair Dunn reconvened the regular Roseburg Urban Sanitary Authority Board Meeting.

## **General Managers Report**

### Winchester Pump Station Force Main Replacement Project

Douglas County has completed the final payment and closeout for the project. RUSA is in negotiations with Douglas County on the final cost accounting.

### Hooker Road Rehabilitation Project

The final changes have been submitted to the Engineer for the contract documents general conditions and technical specifications.

### Douglas Avenue Project

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

### Biosolids Building Expansion, Conveyor Installation

Jacobs has completed the electrical and pneumatic design to include the three new screw conveyors and increase the operational flexibility of the two existing conveyors. Staff will be soliciting bids for the electrical and pneumatic work for the project.

Staff requested that the Contract Review Board convene a virtual meeting on November 30<sup>th</sup> to review the bids for this project.

U.S. Department of Labor 2020 Hire Vets Medallion Award

RUSA is being recognized by the U.S. Department of Labor for our efforts to recruit, employ and retain veterans. The awards ceremony was livestreamed Tuesday, November 10<sup>th</sup>.

**Jacobs Plant Operations Report**

Jade Mecham reported the treatment facility averaged 99% CBOD removal and 97% Total Suspended Solids removal during October. The total Effluent flow was 82.77 million gallons all of which went to the Natural Treatment System.

**Accounts Payable**

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

Rob Lieberman moved to approve the Accounts Payable Report and Addendum as presented. David Campos seconded the motion.  
The motion passed unanimously.

**Other Business**

None.

Respectfully submitted,



Harmony Williams  
Office Assistant

Date: 12/4/2020  
To: Roseburg Urban Sanitary Authority, Board of Directors  
From: James V. Baird, General Manager  
Re: General Managers Informational Report to the Board

### **Winchester Pump Station Force Main Replacement Project**

Douglas County and RUSA have agreed to the final accounting for the project. The outstanding balance to close out the project is \$157,799.02. We have received an invoice in that amount.

### **Hooker Road Rehabilitation Project**

The contract documents have been completed. The project will be advertised in December with a bid deadline of January 6<sup>th</sup>.

### **Douglas Avenue Project**

Civil West has submitted 60% plans for RUSA to review. Staff has reviewed the plans and made comments and corrections. Civil 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, Conveyor Installation**

The contractor has mobilized to the WWTP and is starting the installation of the conveyors.

Phase II of the project, the electrical and pneumatic installation, is out to bid. The bid deadline is December 9<sup>th</sup> at 2:00. Staff will be making a recommendation after reviewing the bids.

### **Douglas County Request for a Contract to accept Leachate**

Douglas County has requested that RUSA accept trucked in leachate from the County landfill. They are asking that we accept truck loads in an emergency condition only. There have been times in the past that the Green Winston WWTP could not take the entire amount of leachate generated during high rain events.

RUSA has accepted the leachate from the landfill in the past and discontinued the contract due to extensive testing required by Senate bill 737. Our current permit does allow RUSA to accept trucked in waste. We have confirmed this with the Oregon DEQ.

Any contract to accept leachate would include an Ammonia limit and PH limit before the waste could be discharged to the plant. We would also require that the County submit copies of the test result conducted by the County on the leachate.

## **ROSEBURG URBAN SANITARY AUTHORITY**

### **NEW DEVELOPMENTS AND PROJECTS**

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#### **DEVELOPMENTS:**

- Harvard West Phase II – short mainline extension to serve a new commercial building – Installed waiting on testing and easements.

#### **PRELIMINARY DESIGN:**

- Loma Vista Pump Station Improvement Study
- Tabor – Military Avenue partition
- Kenwood Tabor PUD
- Rosemary Subdivision

#### **PROJECTS:**

- Oak Springs Apartments Beginning on Pomona Street-Sewer is installed. Testing not complete.
- Thyme Subdivision – Sewer Mainline almost complete. Waiting paving for final construction

# ROSEBURG URBAN SANITARY AUTHORITY

## NOVEMBER 2020 STAFF REPORTS

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### COLLECTION DEPARTMENT:

- Completed 30 work orders.
- Completed CCTV and cleaning of 22,383 feet or 4.3 miles of mainline.
- Completed annual cleaning of 24,754 feet or 4.7 miles of mainline.
- Completed one mainline tap.
- Expanded front driveway approach and replaced culvert.
- Completed 98 manhole inspections.
- Completed annual inspection of Air/Vacuum Relief Valves.
- Completed monthly trouble spot inspections.
- Resurfaced four manholes.
- Raised one manhole.

### ENGINEERING DEPARTMENT:

- Completed 165 underground utility locate requests.
- Issued 8 permits and completed 7 inspections.
- Hwy 99 pressure main project is completed
- Hanna Heritage Plaza Mostly Complete
- Oak Spring Apartment waiting on testing and easement.
- Mountain Mike Pizza – Main line installed waiting on testing and easements.

### FINANCE DEPARTMENT:

- Vacancy Credits: 9 were processed for a total of \$650.00 in November.
- Credit cards/eChecks: 960 payments totaling \$47,135.35 were collected in November. 73 payments were received by voice response system, 1 payment received at the counter and 886 on-line.
- Automatic Payments: 2,082 customer accounts are signed up. Received \$92,707.85 or approximately 16.8% of monthly billing.

### SAFETY COMMITTEE:

- Continuing work on addressing Covid-19 requirements as shown in the OR-OSHA temporary rule as well as State of Oregon requirements.
- Conducted quarterly safety inspections.





TO: Jim Baird, General Manager-RUSA  
FROM: Jade Mecham, Project Manager-Jacobs  
DATE: December 2, 2020  
SUBJECT: November 2020 Monthly Report

### OPERATIONAL ACTIVITIES

- We met all permit parameters this month.
- The treatment facility averaged 98% BOD removal and 97% 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 November 2020, was 191,000 KWHRS with a total Effluent flow of 103.18 million gallons of which 2.46 million gallons went to the Natural Treatment System (Outfall 002) prior to switch to winter mode of operation. The remaining 100.72 million gallons went to the river at Outfall 001. The November 2019 electrical consumption was 204,000 with a total Effluent flow of 83.36 million gallons all of which went to the river at Outfall 001.
- At the beginning of the month, the effluent flow was directed to the river and the pumps turned off from pumping to the NTS.
- Due to switching to winter mode of operation, bisulfite is now being added to the effluent for to dechlorinate it.
- An additional primary and secondary clarifier were put into service for the wet season.

### PRETREATMENT ACTIVITIES

The following pretreatment inspections were completed in November:

- *Big O Tires*: The manhole nearest the business was checked for oil and grease and found to be in satisfactory condition.
- *Champion Carwash Diamond Lk. Blvd.*: The manhole close to the carwash showed some sediment buildup, no oil and grease.
- *One Champion Plaza*: With the push camera, a buildup of FOG was noticed in their discharge. The owners will be notified and a follow up will take place.
- *Splitz*: The push camera into the cleanout downstream showed little buildup of FOG.
- *Albertson's*: The manhole downstream of their outfall showed little FOG buildup.
- A DEQ updated hazardous waste notification letter was sent out to the VA and FCC to ask about the quantity of disposal on a monthly basis.
- Randy Turner attended a virtual 20-hour pretreatment workshop put on by the PNPW.

## **NATURAL TREATMENT SYSTEM (NTS)**

- The irrigation has been shut down for the winter.
- All zones were chlorinated to reduce algae buildup in the lines.
- The weir gate at SW5 was removed and stored for the winter.

## **MAINTENANCE ACTIVITIES**

### **LIFT STATIONS**

- Total Flow from all Lift Stations for the month – 64 Million Gallons
- Average Daily Flow from all Lift Stations per day - 2.3 Million Gallons

### **MAINTENANCE**

- Repaired the clay valve for the #2 Gravity Belt.
- Replaced the belt for the #2 Gravity Belt.
- Rebuilt the #1 pump at the Winchester station with a new shaft, bearing and seals.
- Replaced the motor for the Influent Sampler.
- Installed pipe cover for the empty conduits going to the transformers to keep the rats from getting to the transformers and switch gear. Also put out rat traps at each location. (already caught our first rat).
- Rebuilt the valve for the suction of the Sludge Recirculation pump #2.
- Replaced the Stainless-steel expansion joint for the #2 Gas Compressor.
- Completed the Pretreatment Odorous Air fan installation, less the discharge piping.
- Installed drain system on both the 8" and 14" lines at Winchester station to facilitate draining the pipe when not in use.
- Installed sump pumps in each of the pipe vaults at the Winchester station.
- Had the main switch gear rebuilt for the plant with new fuses and cleaned the carbon from inside the cabinet due to a rat getting into the switch gear.

## **LABORATORY ACTIVITIES**

- 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.
- 101 permit tests were ran during the month.
- On 11/18/20, lab water sample was collected. Samples were shipped to NRC for testing.

## **BIOSOLIDS**

- Did not haul any Dewatered or Liquid Biosolids for the month, due to switching to winter mode of operation and land availability.

## PERSONNEL/COMMUNITY SERVICE ACTIVITIES

- Caleb Trammell started on November 23rd.

## UPCOMING EVENTS

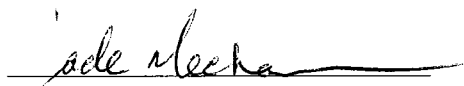
### **OPERATIONS/NTS:**

- Sprinkler rebuilding for all the sprinkler heads that were sent in for repair will begin.
- Building maintenance will increase as the winter season sets in.

### **MAINTENANCE:**

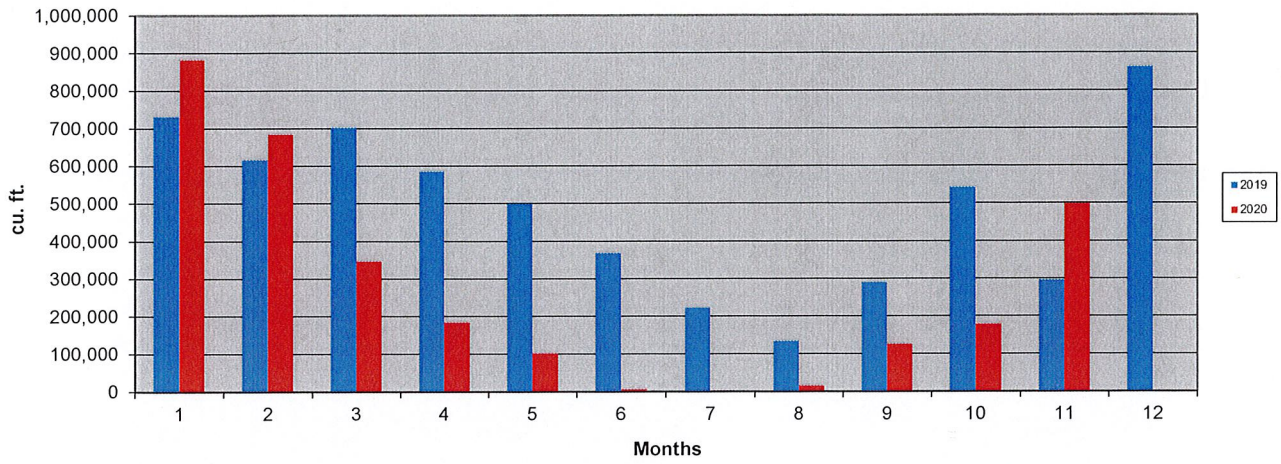
- Rebuild the #2 Sludge Recirculation Pump.
- Rebuild Highland Pump #2.
- Have the duct work for the Pretreatment Fan made and installed.

Enclosures:      Boiler/Flare Gas Usage graphs  
                         Influent TSS/BOD and Effluent Flow Graphs  
                         12 Month Moving Avg.  
                         Transfer Switch rat problem

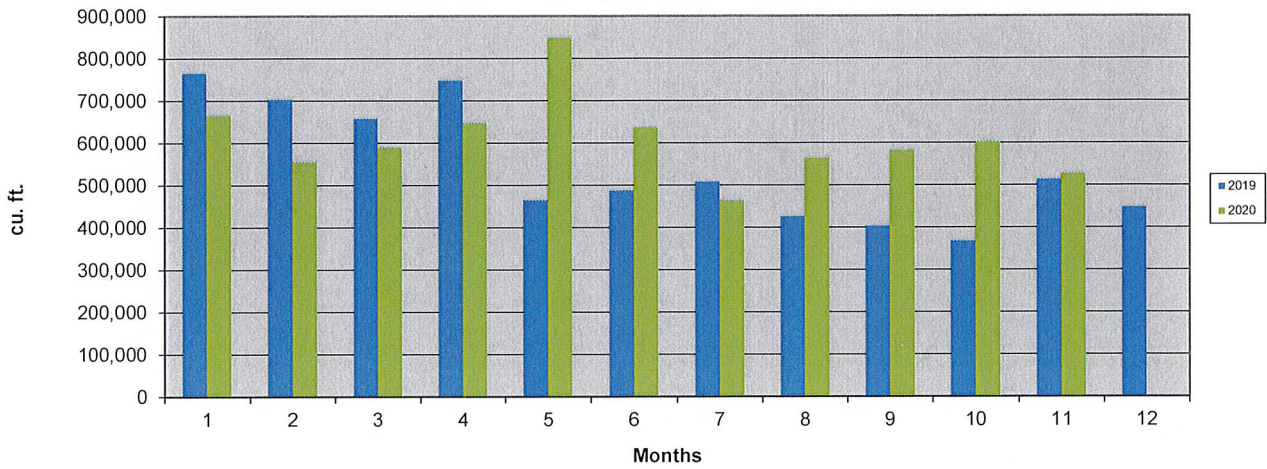


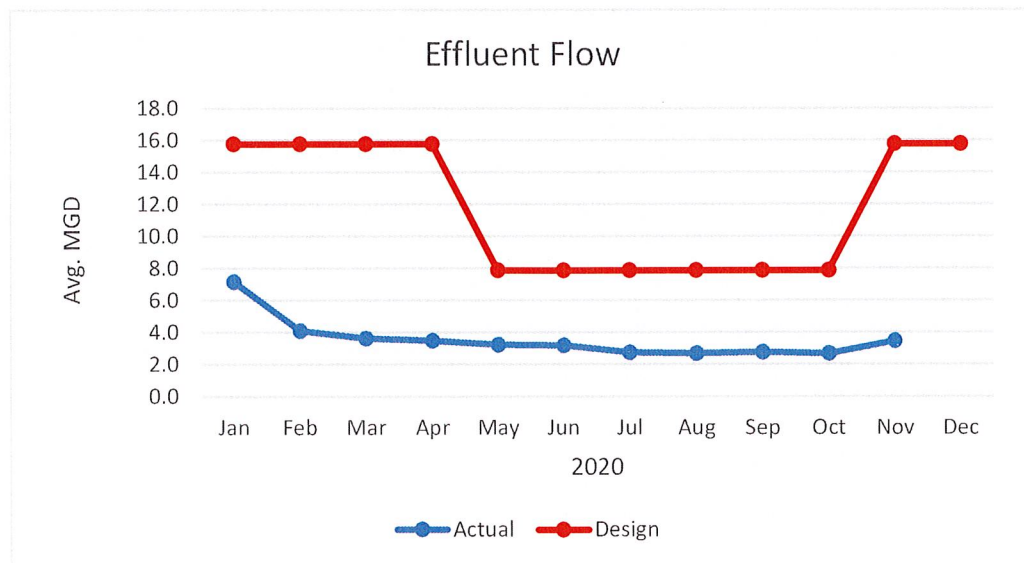
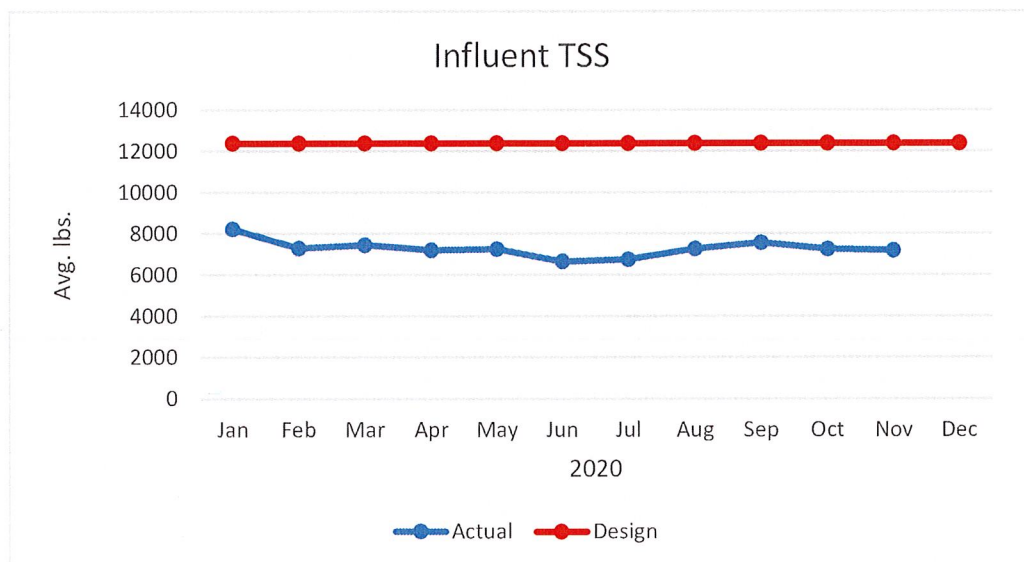
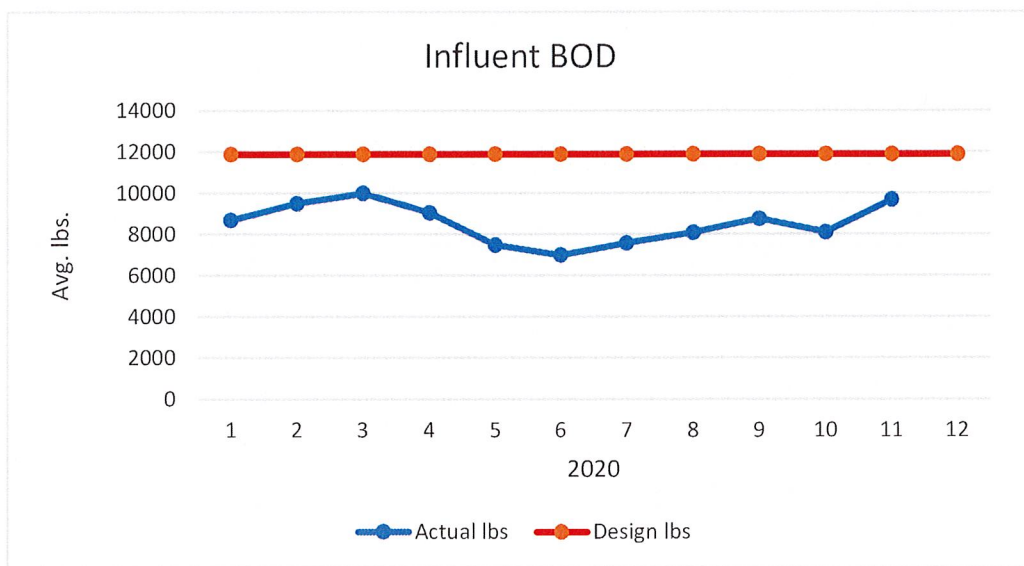
Jade Mechem  
Project Manager  
Jacobs

**BOILER GAS USAGE**



**FLARE GAS USAGE**





## 12 MONTH MOVING AVERAGES

Month/Year	Plnt Inf Q Average MGD	Plnt Inf Average lbs/day <b>CBOD</b> /BOD	Plnt Inf Average lbs/day TSS
Dec-19	4.11	9114	7470
Jan-20	7.16	8698	8222
Feb-20	4.14	9506	7296
Mar-20	3.63	9995	7443
Apr-20	3.51	9051	7202
May-20	3.22	7471	7250
Jun-20	3.19	6995	6651
Jul-20	2.75	7571	6750
Aug-20	2.70	8086	7255
Sep-20	2.77	8760	7557
Oct-20	2.68	8105	7249
Nov-20	3.45	9679	7176
SUM	43.31	103031	87521
AVE	3.61	8586	7293
MAX	7.16	9995	8222
MIN	2.68	6995	6651



## Power Transfer Gear Rat Problem



Due to a Rat (in the photo) getting into the plant's high voltage transfer switch, the entire switch gear was rehabbed. The plant was put on generator power and the switch gear was cleaned, by cleaning up the carbon scorching due to the intense heat blast when the rat came in contact with the energized parts. An intense search was made to find out how it got into a sealed cabinet.



This picture shows where they were getting into the spare conduits leading to the switch gear. They had eaten through the duct tape that was covering the openings. To keep this from happening again we put out rat traps along with plugs for each of the empty conduits.



## **CASH DISBURSEMENT RECAP BOARD MEETING DECEMBER 9, 2020**

### Cash Disbursements Since the Last Board Meeting

All Funds:

Total of Prepaid Checks & ACH Transactions	89,255.29
Total of Regular Checks & ACH Transactions	<u>374,344.51</u>

Total Expenditures (not including Payroll)	<u><u>463,599.80</u></u>
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Payroll:

Net Payroll - November 30, 2020	60,979.54
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All Checks & ACH Transactions since the Board Meeting of November 10, 2020	<u><u>524,579.34</u></u>
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# Accounts Payable

## Checks by Date - Detail by Check Date

User: christine  
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Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	02669	PERS Deposit	11/13/2020	
	OCT 20 PR	PR Batch 00001.10.2020 PERS W/Held	PR Batch 00001.10.2020 PER	4,896.18
	OCT 20 PR	PR Batch 00001.10.2020 PERS - Not W/Held	PR Batch 00001.10.2020 PER	8,404.24
	OCT 20 PR	PR Batch 00001.10.2020 PERS Pick-Up	PR Batch 00001.10.2020 PER	799.14
	OCT 20 PR	PR Batch 00001.10.2020 OPSRP-Not W/Held	PR Batch 00001.10.2020 OPS	7,937.66
Total for this ACH Check for Vendor 02669:				22,037.22
Total for 11/13/2020:				22,037.22
ACH	ASIFLEX NOV 2020 PR	ASIFlex PR Batch 00002.11.2020 Flexible Spending Acco	11/30/2020 PR Batch 00002.11.2020 Flex	1,339.18
Total for this ACH Check for Vendor ASIFLEX:				1,339.18
ACH	DNB	Internal Revenue Service	11/30/2020	
	NOV 2020 PR	PR Batch 00002.11.2020 Federal Income Tax	PR Batch 00002.11.2020 Fede	6,814.65
	NOV 2020 PR	PR Batch 00002.11.2020 Medicare - Employer	PR Batch 00002.11.2020 Med	1,306.30
	NOV 2020 PR	PR Batch 00002.11.2020 Medicare - Employee	PR Batch 00002.11.2020 Med	1,306.30
	NOV 2020 PR	PR Batch 00002.11.2020 FICA - Employer	PR Batch 00002.11.2020 FIC,	5,274.19
	NOV 2020 PR	PR Batch 00002.11.2020 FICA - Employee	PR Batch 00002.11.2020 FIC,	5,274.19
Total for this ACH Check for Vendor DNB:				19,975.63
ACH	OR-Rev NOV 2020 PR	Oregon Dept. of Revenue PR Batch 00002.11.2020 Oregon W/Held	11/30/2020 PR Batch 00002.11.2020 Ore	5,079.11
Total for this ACH Check for Vendor OR-Rev:				5,079.11
49978	CIS INS	CIS Trust	11/30/2020	
	NOV 2020 PR	PR Batch 00002.11.2020 Voluntary Life Insuran	PR Batch 00002.11.2020 Volu	337.14
	NOV 2020 PR	PR Batch 00002.11.2020 Life Insurance - er	PR Batch 00002.11.2020 Life	115.18
	NOV 2020 PR	PR Batch 00002.11.2020 Life Insurance - Spous	PR Batch 00002.11.2020 Life	175.25
	NOV 2020 PR	PR Batch 00002.11.2020 CCIS Insurance Long-	PR Batch 00002.11.2020 CCI	231.82
	NOV 2020 PR	PR Batch 00002.11.2020 Medical Ins w/RX	PR Batch 00002.11.2020 Med	26,921.33
	NOV 2020 PR	PR Batch 00002.11.2020 Short-Term Disability	PR Batch 00002.11.2020 Shor	119.33
	NOV 2020 PR	PR Batch 00002.11.2020 CCIS Insurance AD&I	PR Batch 00002.11.2020 CCI	21.22
	NOV 2020 PR	PR Batch 00002.11.2020 Dental & Vision	PR Batch 00002.11.2020 Den	2,979.64
	NOV 2020 PR	PR Batch 00002.11.2020 Voluntary Dependent L	PR Batch 00002.11.2020 Volu	31.92
Total for Check Number 49978:				30,932.83
49979	PEBSO	Nationwide Retirement Solutions	11/30/2020	
	NOV 2020 PR	PR Batch 00002.11.2020 Nationwide-Deferred C	PR Batch 00002.11.2020 Nati	5,130.00
Total for Check Number 49979:				5,130.00
49980	BEAN 13935a	Bean Electric, LLC LED 1000 W Side Lens Stem & Swivel Mount	11/30/2020	25.84

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	13935b	RUSA Entrance Awning Electrical		1,295.00
			Total for Check Number 49980:	1,320.84
49981	CENTURY NOV 2020 Admin NOV 2020 NTS	CenturyLink Analog Phone Line for Fax Line, Fire Alarm Analog Phone Line for NTS Gate	11/30/2020	128.70 56.18
			Total for Check Number 49981:	184.88
49982	TYCO 35098097	Johnson Controls Security Solutions Replace portable wireless remote batteries	11/30/2020	56.85
			Total for Check Number 49982:	56.85
49983	SHRED-IT 8180869163	Shred-It USA Shred Services	11/30/2020	71.50
			Total for Check Number 49983:	71.50
49984	USPS NOV 2020	US Postal Service Postage to mail December Utility Bills	11/30/2020	2,485.20
			Total for Check Number 49984:	2,485.20
49985	VERIZON 9867027127 9867027135	Verizon Wireless Wireless phone service Wireless for CCTV Van	11/30/2020	603.03 39.02
			Total for Check Number 49985:	642.05
			Total for 11/30/2020:	67,218.07
			Report Total (12 checks):	89,255.29

# Accounts Payable

## Checks by Date - Detail by Check Date

User: christine  
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Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	STAPLES	Staples Credit Plan	12/09/2020	
	9823132303	Office supplies		19.99
	9823293436	Kitchen supplies		23.99
	9823293436	Batteries		118.99
Total for this ACH Check for Vendor STAPLES:				162.97
49988	BANNERMC	BANNER BANK	12/09/2020	
	AA Nov11	Pitney Bowes-Refund on Lease		-30.00
	CM Nov10	Replacement pad for stamp pad		9.99
	DF Nov11	Network Solutions-Email acct for administering		11.39
	DF Nov20	Zoom-Electronic meeting software		54.99
	DF Nov3	Replacement Monitor-Finance		274.99
	GO Nov2	DC Clerks-Record 5 Guys easement		93.27
	GO Nov20	DC Clerks-Record Pioneer Way easement		196.78
	HW Nov10a	Michaels-Office supplies		54.57
	HW Nov10b	Safeway-Board mtg snacks		10.00
	HW Nov6	USPS-Certified letters for easements		15.20
	MC Nov6	Pavers for Office project		2.96
	RC Nov19	OHA-Backflow testing Renewal		195.00
	RC Nov25a	OR Tool-Tarp & Bungies for 1300 gal tank		39.75
	RC Nov25b	Home Depot-Saws w/2 yr warr, 6' level		416.00
	RK Nov13	DC Coop-Valve Turning tool		4.09
	RK Nov2	All Seasons Uniforms-Work pants-Ryon, Greg, J		337.35
	RK Nov20	Safeway-kitchen supplies		14.00
	RK Nov4	Grainger-Sump pumps for Winchester vaults		894.08
	RK Nov9	PLSO-Virtual Survey Conf		275.00
	RK Oct30	HR Answers-COVID OSHA workshop		49.00
	SL Nov18	FMCSA Clearinghouse-CDL Drivers record que		12.50
Total for Check Number 49988:				2,930.91
49989	WP	Avista Utilities	12/09/2020	
	Nov 20	Natural Gas Usage-Admin		103.07
Total for Check Number 49989:				103.07
49990	BHEC	Bassett-Hyland Energy Company	12/09/2020	
	CL94055	Fuel Usage 11/1/20 - 11/15/20		532.94
	CL9486	Fuel Usage 11/16/20 - 11/30/20		648.48
Total for Check Number 49990:				1,181.42
49991	BIOMED	bio-MED Testing Services Inc	12/09/2020	
	79075	Random Drug & Alcohol testing		90.00
	80443	3 Random Drug Tests		165.00
Total for Check Number 49991:				255.00
49992	OMI	CH2MHill OMI	12/09/2020	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	351289-037	Professional Services per contract		126,710.64
	351289CV-01	Design Services-Conveyor Oct Services		13,750.04
	351289CV-02	Design Services-Conveyor Nov Services		2,943.22
Total for Check Number 49992:				143,403.90
49993	WATER	City of Roseburg	12/09/2020	
	INV11946	Right of Way Permit #115 20-1375 NW Keasey		30.00
	INV12177	Bulk water permit and usage		183.00
	NOV 20 Admin	Water Usage-Admin Bldg		250.26
Total for Check Number 49993:				463.26
49994	DRAUTO	D & R Auto & Truck Supply Corp	12/09/2020	
	933588	Parts to repair B6		113.48
	934550	Rocker switch-5 yd dump truck		19.59
	934607	Fuse for 5 yd dump truck		3.99
	934709	Repair LEDS for Sign truck		75.72
	936003	DEF Fluid		29.97
Total for Check Number 49994:				242.75
49995	SHAUN	DC Precision Lube & Tune	12/09/2020	
	00002-53199	Oil Change-'20 F550		68.57
	00002-53225	Oil & Air Filter Change-'17 F150		110.68
	00002-53482	Oil Change-'11 F550		38.69
Total for Check Number 49995:				217.94
49996	DCPW	Douglas County Public Works	12/09/2020	
	Old Hwy #2	Final Payment Old Hwy 99 Project		71,009.56
	Old Hwy #2	Final Payment Old Hwy 99 Project		86,789.46
Total for Check Number 49996:				157,799.02
49997	DFN	Douglas Fast Net	12/09/2020	
	Nov 2020 Admin	Internet Services-Admin	Service: 14806	213.49
	Nov 2020 High	Internet Services-Highland PS	Service: 105797	74.91
	Nov 2020 Host	Admin Hosting		10.28
	Nov 2020 Keady	Internet Services-Keady Ct	Service: 106289	74.91
	Nov 2020 NBank	Internet Services-No. Bank PS	Service: 105793	71.91
	Nov 2020 NTS	Internet Services-NTS	Service: 23920	56.36
	Nov 2020 Phones	Phones/Security Cams	Service: 141784	98.01
	Nov 2020 Wilb1	Internet Services-Wilbur 1 PS	Service: 105796	74.91
	Nov 2020 Wilb2	Internet Services-Wilbur 2 PS	Service: 105794	71.91
	Nov 2020 Winch	Internet Services-Winchester P	Service: 105795	74.91
Total for Check Number 49997:				821.60
49998	EARTH	EARTH20	12/09/2020	
	864101	Bottled Water Service		54.49
Total for Check Number 49998:				54.49
49999	GENEQ	General Equipment Company	12/09/2020	
	74868	Light for license plate		75.82
Total for Check Number 49999:				75.82
50000	GRAPHDIM	Graphic Dimensions, Inc.	12/09/2020	
	3006	Grid Sheet Pads		144.20
	3018	Cut December UB Bills		37.50

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 50000:				181.70
50001	COASTAL C32298	John Deere Financial f.s.b. Spotlight	12/09/2020	137.98
Total for Check Number 50001:				137.98
50002	MSTRCR 10765-J	MasterCare Cleaning Co Inc Janitorial Services- November	12/09/2020	390.00
Total for Check Number 50002:				390.00
50003	OR-LIN 572838 578439	Oregon Linen, Inc. Laundry services & mats Laundry services	12/09/2020	54.20 37.08
Total for Check Number 50003:				91.28
50004	PPL Nov 2020 411LM Nov 2020 425LM Nov 2020 Admin Nov 2020 Brbn Nov 2020 BrbnC Nov 2020 Hihg Nov 2020 Keady Nov 2020 LV Nov 2020 NBank Nov 2020 NTS Nov 2020 NTSG Nov 2020 SBank Nov 2020 Wilb1 Nov 2020 Wilb2 Nov 2020 WWTP Nov 2020 WWTP2	Pacific Power Usage-411 LM-Storage Bldg Power Usage-425 Long Meadow Power Usage-Admin Bldg Power Usage-Bourbon St Lift Station Power Usage-Bourbon St Lift Station Contract 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-140 LM-NTS Gate Power Usage-South Bank PS Power Usage-Wilbur 1 PS Power Usage-Wilbur 2 PS Power Usage-WWTP 1 Power Usage-WWTP 2	12/09/2020	28.50 10.52 467.94 72.27 66.53 1,276.12 55.30 145.66 114.53 4,679.61 20.64 1,560.18 149.97 140.23 16,982.44 28.22
Total for Check Number 50004:				25,798.66
50006	PLATT2 0X68136	Platt Electric Supply Cable tester for network cables	12/09/2020	90.00
Total for Check Number 50006:				90.00
50007	Premium 23611	Premium Landscape, Inc. Monthly landscaping services	12/09/2020	180.25
Total for Check Number 50007:				180.25
50008	RITZ 6052266 6053085	Ritz Safety Gas detector and regulator Gas (MSA Mix)	12/09/2020	1,067.26 242.43
Total for Check Number 50008:				1,309.69
50009	ROCKYS 15461	Rocky's Auto Repair Replace alternator	12/09/2020	652.48
Total for Check Number 50009:				652.48
50010	Stratton 2020-246	Stratton Brothers, Inc. Patching for driveway-Admin office	12/09/2020	2,643.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 50010:				2,643.00
50011	TECHUNL 347786	Technology Unlimited, Inc Maintenance renewal for Check Scanner	12/09/2020	400.00
Total for Check Number 50011:				400.00
50012	UBWA Nov 30 310B Nov 30 411LM Nov 30 606	Umpqua Basin Water Association Water - 310 Bourbon St Water - 411 Long Meadows Ln Water - 606 Long Meadows Ln	12/09/2020	20.00 20.00 20.00
Total for Check Number 50012:				60.00
50013	UMPQUARF 40797 40837 40877	Umpqua Quarries, LLC Rock for Admin Driveway Project Rock for Admin Driveway Project Rock for Admin Driveway Project	12/09/2020	68.40 69.16 40.28
Total for Check Number 50013:				177.84
50014	UMP-SAND 81328 81329 81427 81467 81848	Umpqua Sand & Gravel Rock for Admin Office driveway project Top Soil for Admin Office driveway project 16 Super Blocks 4 Super Blocks 20 Super Blocks	12/09/2020	50.00 52.68 1,200.00 300.00 1,500.00
Total for Check Number 50014:				3,102.68
50015	VOSS 2020-169 2020-170 2020-171 2020-172	Voss Construction, LLC Kitchen Wall Repair Admin office windows RUSA Shop Bldg Paint and Repairs RUSA Admin Bldg Paint and Repairs	12/09/2020	9,746.40 2,274.00 7,364.40 12,032.00
Total for Check Number 50015:				31,416.80
Total for 12/9/2020:				374,344.51
Report Total (28 checks):				374,344.51