



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 May 13, 2020. Due to Oregon Executive Order No. 20-12, the May 13th Board meeting was conducted by electronic communication. The Board Meeting was broadcast by Zoom® Meeting.

ROLL CALL

Directors

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

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

Consideration of the minutes of the Regular Monthly Board Meeting of Wednesday, April 8, 2020.

Rob Lieberman moved to approve the minutes for the Wednesday, April 8, 2020 Roseburg Urban Sanitary Authority Regular Monthly Meeting.
David Campos seconded the motion.

Vote By Roll Call

Chairman Dunn requested "Roll Call" for the motion to approve the minutes of April 8, 2020:

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

The motion was passed with a 4/0 vote.

Amendment No. 15 to the Agreement for Wastewater Facilities Operations

Staff presented Amendment No. 15 to the Agreement for Wastewater Facilities Operations, Maintenance and Management Services for Roseburg Urban Sanitary Authority for 2020-2021.

Kelsey Wood moved to approve Amendment No. 15. To the Agreement for Wastewater Facilities Operations.

Rob Lieberman seconded the motion.

Vote By Roll Call

Chairman Dunn requested "Roll Call" for the motion approve Amendment No. 15:

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

The motion was passed with a 4/0 vote.

General Managers Report

Winchester Pump Station Force Main Replacement Project

The Contractor has completed the installation of the new force mains. The contractor has been cleaning and testing the pipe.

The Contractor needs to complete installing a section of gravity sewer, a manhole and make the final connection of the new force mains to the pump stations.

The project completion date is May 31, 2020.

FEMA Application for Damage Claimed Disaster Relief

The Contractor has completed the tree removal at the NTS. Staff has submitted a pay request to the State. The contractor's bid for the work is \$64,500, we will be receiving \$60,864.85 in reimbursement from FEMA.

Hooker Road Rehabilitation Project

The project is under design with 50% plans scheduled to be completed in May. The tentative schedule is to put the project out for bidding in July with construction to begin in August.

Douglas Avenue Project

The City of Roseburg is in the design phase for the reconstruction of Douglas Avenue from Rifle Range Street to Patterson Street. We have completed a condition assessment of the gravity sewer pipes and manholes within the construction limits and decided to replace the gravity sewer system as part of this project. Century West is the engineering firm working on the project for the City and we have asked them to provide a scope of work and a not to exceed price to include RUSA's work in the design.

The funding for this project has not been identified by the City yet but the 100% design date was moved up to ensure that the City would have a shovel ready project ready if stimulus funding is available due to COVID-19.

Administration Building Improvements

Staff hired RENCO General Contractors to add a sidewalk from the side exit of the building to the parking lot to provide a second ADA compliant exit route.

We have received bids to enclose the west porch area and plan on completing the construction in July. This area has become a security issue due to the homeless utilizing the area to sleep and charge their phones.

Jacobs Plant Operations Report

Jade Mecham reported the treatment facility averaged 97% BOD removal and 98% Total Suspended Solids removal during April. The total Effluent flow was 104.85 million gallons. Semiannual influent and effluent metals testing were within limits.

Accounts Payable

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

Rob Lieberman made a motion to approve the Accounts Payable and Addendum as presented. Kelsey Wood seconded the motion.

Vote By Roll Call

Chairman Dunn requested "Roll Call" for the motion to approve Accounts Payable and Addendum:

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

The motion was passed with a 4/0 vote.

Other Business

The June Board Meeting could be held in person as long as Douglas County remains in Phase 1.

Respectfully submitted,



Harmony Williams
Office Assistant