



**Roseburg Urban Sanitary Authority**

**1297 N.E. Grandview Drive**

**Roseburg, OR 97470**

## **REGULAR MONTHLY BOARD MEETING**

**February 8, 2023**

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

February 8<sup>th</sup>, 2023  
RUSA Board Room  
4:00 p.m.

The February 8<sup>th</sup>, Board meeting will be held in person and broadcast by Zoom® Meeting. The link to the meeting will be posted on Roseburg Urban Sanitary Authority's website, [rusa-or.org](http://rusa-or.org)

## AGENDA REGULAR MONTHLY BOARD MEETING

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### Board of Directors

John Dunn, Chair  
David Campos

Rob Lieberman, Vice Chair  
Jerry Giese

Kelsey Wood

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1. **Call to Order – John Dunn, Board Chair**
2. **Roll Call**
3. **Audience Participation – In-Person / via Zoom**
4. **Consider Minutes**
  - a. January 11<sup>th</sup>, 2023; Board meeting
5. **Public Hearing**
  - a. **Ordinance No. 2023-01** - An Ordinance Amending Ordinance No. 2016-01, Section 3: Establishing Sewer Charges to be Levied on all Users Discharging Wastewater to the Wastewater System. **(Second reading)**
6. **Resolution 23-01**
  - a. **A Resolution Modifying Sanitary Sewer Rates**
7. **2023-2024 Budget**
  - a. Appointment of Budget Officer
  - b. 2023-2024 Draft Budget Process Calendar Review
8. **General Managers' Report**
  - a. Bisulfite Building Project
    - i. Pay request.
  - b. Office remodel – Finance Department
    - i. Project update.
  - c. North Deer Creek Trunk Rehabilitation Project
    - i. Project update.
  - d. Biogas Feasibility Study – WRF
    - i. Project update.
9. **New Developments**
10. **Staff Report**
11. **Jacobs Plant Operations Report**
12. **Accounts Payable**
13. **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 January 11, 2023. 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, Kelsey Wood and David Campos

**Absent:**

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**Others present:** General Manager Jim Baird, Finance Director Christine Morris, Office Assistant II Harmony Williams, Collections Superintendent Steve Lusch, Engineering Technician III Ryon Kershner and Jacobs Project Manager Intern Caleb Trammell.

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

David Campos moved to approve the minutes for the December 14, 2022 Roseburg Urban Sanitary Authority monthly Board Meeting.  
Kelsey Wood seconded the motion.  
The motion passed unanimously.

**Public Hearing**

Chair Dunn opened the public hearing for the first reading of Ordinance No. 2023-01. The hearing was open to public comment. Hearing no comment, the public hearing was closed. At this time the Board Chair called for the return to the regular meeting.

**Ordinance No. 2023-01 – First Reading**

Ordinance No. 2023-01 was presented for first reading.

Kelsey Wood made a motion accept Ordinance No. 2023-01 as presented.  
Rob Lieberman 2nd the motion.

### Vote By Roll Call

Board Chair Dunn requested “Roll Call” for the motion to accept Ordinance No. 2023-01:

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

The motion was passed with a 5/0 vote.

### **General Managers Report**

#### Bisulfite Building Project

The Contractor is continuing the work on the project. The walls have been stacked and the bond beams have been poured. Most of the under-slab conduits have been installed. The Contractor has submitted pay request #3 in the amount of \$77,946 with \$3,899 withheld in retainage for a pay request of \$74,047.

Tom Rogers, with Rogers Engineering, has reviewed pay request #3 and recommends payment of the pay request.

Staff agrees with the engineer’s recommendation to pay H3 General Contractors pay request #3 in the amount of \$74,047.

Kelsey Wood made a motion to approve pay request #3 in the amount of \$74,047.

Rob Lieberman seconded the motion.

#### 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. The engineer’s schedule is to have 90% completed plans in the first part of February.

#### North Deer Creek Trunk Rehabilitation Project

Rob Lee, with Leeway Engineering Solutions, and his team are working on the plans and specifications for the project. The engineer’s schedule anticipates 50% plans completed in the first week of February. The schedule has slipped a little due to additional field data the engineer requested of RUSA to clarify some of the laterals.

#### Biogas Feasibility Study – WRF

RUSA has entered into an Out of Scope agreement with Jacobs to complete the feasibility study. The preliminary schedule anticipates the final report in September 2023. We have submitted to the Oregon Energy Trust for matching grant funding and have received a commitment of 50% of the study cost in the form of a grant.

### **Jacobs Plant Operations Report**

Caleb Trammell advised that the treatment facility averaged 94% BOD removal and 95% Total Suspended Solids removal during December. The total Effluent flow was 160.56 million gallons.

## **Accounts Payable**

The Board reviewed the Accounts Payable Report and Addendum for the January 2023 Accounts Payable.

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

### **Vote By Roll Call**

Board Chair Dunn requested “Roll Call” for the motion to approve the January 2023 Accounts Payable Report and Addendum as presented:

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

The motion was passed with a 5/0 vote.

## **Executive Session**

At 4:49 p.m. Chair Dunn called for an Executive Session to discuss the General Manager’s evaluation as stated in ORS 192.660(2)(i). At this time staff left, leaving the General Manager and Board Members remaining to evaluate the General Manager for his work during the year 2022.

At 5:09 p.m. staff were called back Chair Dunn resumed the regular Board Meeting.

David Campos moved to approve a 3% Extended Merit Pay bonus for RUSA’s General Manager Jim Baird.

Kelsey Wood seconded the motion.

### **Vote By Roll Call**

Board Chair Dunn requested “Roll Call” for the motion to approve a 3% Extended Merit Pay bonus:

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

The motion was passed with a 5/0 vote.

## **Other Business**

None.

**Attached Additional Items Presented**

Accounts Payable Addendum

Respectfully submitted,

A handwritten signature in blue ink that reads "Harmony Williams". The signature is written in a cursive, flowing style.

Harmony Williams  
Office Assistant

# ADDENDUM TO JANUARY 11, 2023 BOARD PACKET

## Accounts Payable

### Checks by Date - Detail by Check Date

User: christine  
Printed: 1/11/2023 3:27 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
51228	WATER INV17437 Keady Dec 22	City of Roseburg Dec '22 Bulk Water Usage Keady Ct Usage Oct-Dec	01/11/2023	132.07 51.00
Total for Check Number 51228:				183.07
51229	IE-ENG 60759 60760 60762 60875 60876	i.e. Engineering, Inc. Civil Eng Plans-Chadwick & Atlanta Sewer Imp Proj Mgmt-Chadwick and Atlanta Sewer Improv Civil Costr Plans & Proj Mgt-WRF Waterline Site Topo survey & base map-WRF Waterline Direct Expenses-Chadwick& Atlanta Sewer Imp	01/11/2023	180.00 350.00 3,362.50 200.00 132.50
Total for Check Number 51229:				4,225.00
51230	Isler 233659	Isler CPA, LLC Final Billing - FYE 22 Audit Services	01/11/2023	5,500.00
Total for Check Number 51230:				5,500.00
51231	Leeway 749	Leeway Engineering Solutions, LLC Eng services-North Deer Cr CIPP Project	01/11/2023	18,108.85
Total for Check Number 51231:				18,108.85
51232	NEXNET 18769	Nexcom, LLC Admin Phone Service - January	01/11/2023	332.80
Total for Check Number 51232:				332.80
51233	RSBG-DIS DEC 2022	Roseburg Disposal Company Garbage Service-December	01/11/2023	61.00
Total for Check Number 51233:				61.00
51234	SIERRASP 21794341 010723	Sierra Springs Water Bottle Services	01/11/2023	81.24
Total for Check Number 51234:				81.24
51235	UBWA Dec 22 411LM Dec 22 606LM Dec 22 B	Umpqua Basin Water Association Water - 411 Long Meadows Ln Water - 606 Long Meadows Ln Water - 310 Bourbon St	01/11/2023	22.00 22.00 22.05
Total for Check Number 51235:				66.05
Total for 1/11/2023:				28,558.01

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Report Total (8 checks):				28,558.01





## **ROSEBURG URBAN SANITARY AUTHORITY**

1297 N.E. Grandview \* P.O. Box 1185 Roseburg, OR 97470 \* 541-672-1551 \* 541-672-7548 Fax

### **ORDINANCE NO. 2023-01**

#### **An Ordinance Amending Ordinance No. 2016-01 to Modify the Manner in Which Sewer Rates and Charges are Adopted**

**WHEREAS**, Ordinance 2016-01 amended Ordinance 2 (1983) to establish sewer charges to be levied on all users discharging wastewater to the wastewater system; and

**WHEREAS**, the Board of Directors ("Board") of the Roseburg Urban Sanitary Authority ("RUSA") has determined that modifying the manner in which sewer rates and charges are calculated will facilitate greater flexibility for the Board to respond to changing market conditions and allow greater efficiency in funding RUSA's operations; and

**WHEREAS**, the Board seeks to establish the authority to modify certain sewer rates by board resolution and other rates individually based on mathematical calculations by industry professionals, rather than by amending an existing ordinance;

**NOW, THEREFORE**, RUSA's Board of Directors hereby ordains as follows:

1. Section 3.04 of Ordinance No. 2016-01 is replaced in its entirety with the following:

The total rates to be charged for each class of users shall be as follows:

<u><b>Class</b></u>		
I	Residential	Set by resolution adopted by the Board
II	Low Strength	Set by resolution adopted by the Board
III	High Strength	As determined individually by calculation approved by the Board
IV	Industrial	As determined individually by calculation approved by the Board

2. Except as expressly provided herein, Ordinance 2 and Ordinance 2016-01 are hereby affirmed in their entirety.
3. This Ordinance shall take effect thirty (30) days after final adoption and shall be implemented no later than July 1, 2023.

First Reading: January 11<sup>th</sup>, 2023  
Second Reading: \_\_\_\_\_, 2023.  
**ADOPTED** the \_\_\_\_ day of \_\_\_\_\_, 2023.

**ROSEBURG URBAN SANITARY AUTHORITY**

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**John W. Dunn**  
**Chairman of the Board**

**ATTEST:**

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**James V. Baird**  
**General Manager**

Ordinance No. 2 June 21, 1983

First Revision	Ordinance No. 4	July 12, 1984
Second Revision	Ordinance No. 7	May 13, 1985
Third Revision	Ordinance No. 10	May 8, 1986
Fourth Revision	Ordinance No. 14	January 10, 1990
Fifth Revision	Ordinance No. 17	June 21, 1990
Sixth Revision	Ordinance No. 18	June 12, 1991
Seventh Revision	Ordinance No. 22	June 9, 1993
Eighth Revision	Ordinance No. 23	June 10, 1994
Ninth Revision	Ordinance No. 2003-01	August 29, 2003
Tenth Revision	Ordinance No. 2007-01	December 12, 2007
Eleventh Revision	Ordinance No. 2008-01	December 10, 2008
Twelfth Revision	Ordinance No. 2009-01	May 13, 2009
Thirteenth Revision	Ordinance No. 2016-01	October 12, 2016
Fourteenth Revision	Ordinance No. 2023-01	TBD

## **RESOLUTION NO. 23-01**

### **A RESOLUTION MODIFYING SANITARY SEWER RATES**

WHEREAS, the Roseburg Urban Sanitary Authority (“RUSA”) provides for the sanitary sewer conveyance and treatment for the City of Roseburg and the City’s urban growth boundary; and

WHEREAS, the cost for administration, operation, maintenance, rehabilitation, replacement, and upgrading of the sanitary sewer system as well as the cost for regulatory compliance continue to increase; and.

WHEREAS, RUSA’s Board of Directors (“Board”) by Ordinance No. 2023-01 amended Ordinance No. 2016-01 to establish the authority of the Board to modify certain sewer rates by resolution and to approve calculations for other individual rates by industry professionals, rather than by amending existing ordinances;

NOW, THEREFORE, the Board hereby resolves as follows:

1. The total rates charged for each class of users shall be as follows:

**Class**

I	Residential	\$30.00 per month per EDU
II	Low Strength	\$30.00 per month per EDU
III	High Strength	As determined individually by calculation approved by the Board
IV	Industrial	As determined individually by calculation approved by the Board

2. This resolution is effective upon its adoption.

**ADOPTED BY THE ROSEBURG URBAN SANITARY AUTHORITY’S BOARD OF DIRECTORS ON MARCH 10<sup>th</sup>, 2023.**

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John Dunn, Board Chair

**ATTEST:**

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James V. Baird, General Manager

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**INTEROFFICE MEMORANDUM**

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**TO: ROSEBURG URBAN SANITARY AUTHORITY BOARD**

**FROM: JIM BAIRD, GENERAL MANAGER**

**SUBJECT: APPOINTMENT OF A BUDGET OFFICER**

**DATE: FRIDAY, FEBRUARY 3, 2023**

**CC:**

Annually the Board must appoint a budget officer (as per. ORS 294.331). The budget officer shall prepare or supervise the preparation of the budget document. The budget officer shall act under the direction of the RUSA Board.

Historically the Board has appointed the general manager as the budget officer.

Staff would recommend that the Board appoint Jim Baird, RUSA General Manager, as the budget officer for the 2023 - 2024 Budget preparation.

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**INTEROFFICE MEMORANDUM**

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**TO: BOARD OF DIRECTORS**  
**FROM: JIM BAIRD, GENERAL MANAGER**  
**SUBJECT: BUDGET PROCESS CALENDAR**  
**DATE: FRIDAY, FEBRUARY 3, 2023**  
**CC:**

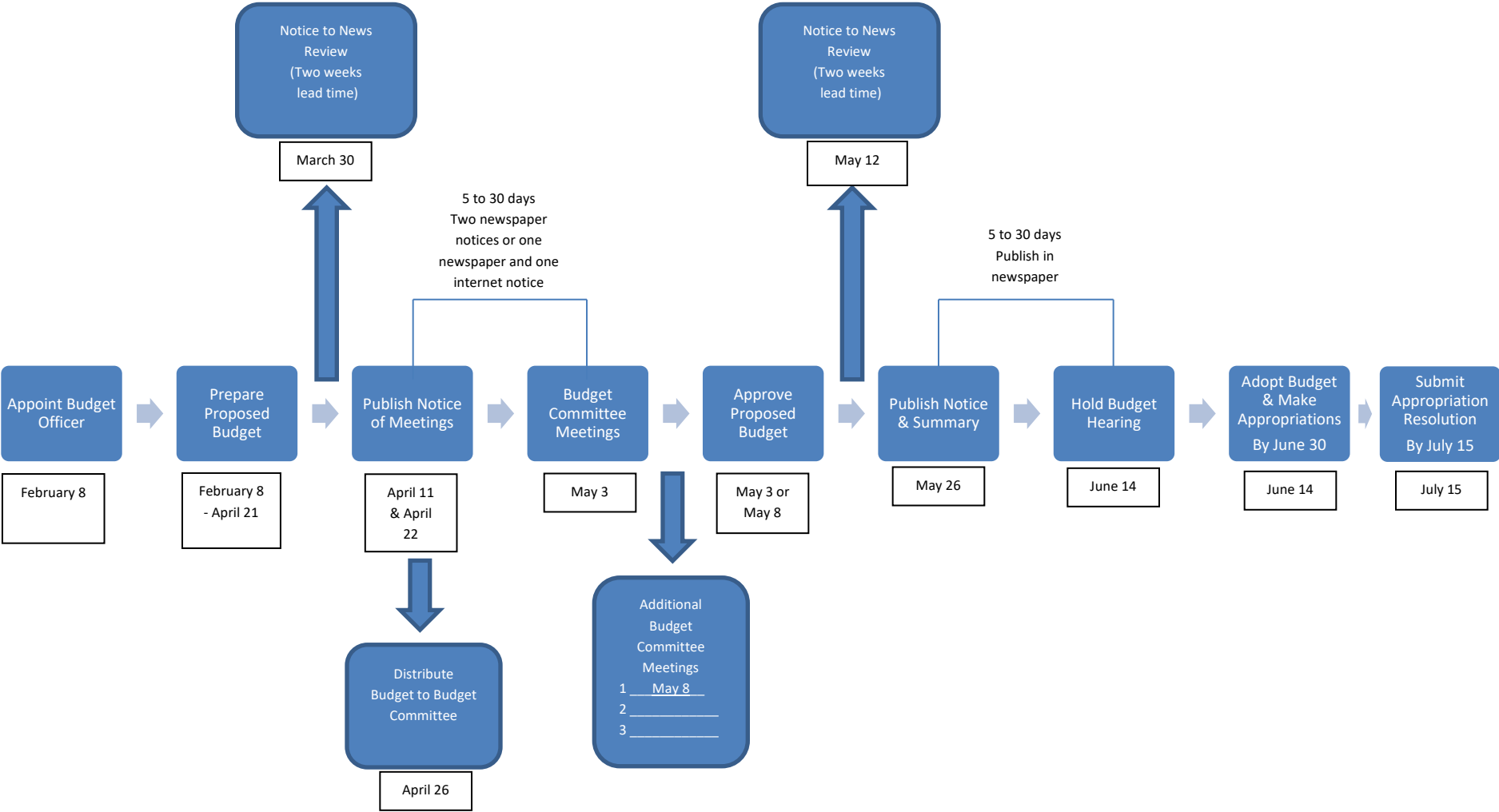
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The staff has developed the draft 2023-2024 Budget Process calendar. The process is anticipated to begin today February 8<sup>th</sup> and end on July 15<sup>th</sup> with the adoption of the Appropriation Resolution.

Staff would ask the Board to review the budget calendar.

Staff would recommend that the Board adopt the Budget Calendar if there are no changes.

2023 – 2024 BUDGET PROCESS



## GENERAL MANAGERS REPORT

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Date: 2/3/23  
To: Roseburg Urban Sanitary Authority, Board of Directors  
From: James V. Baird, General Manager  
Re: General Managers Informational Report to the Board

### **Bisulfite Building Project**

The Contractor is continuing the work on the project. The Contractor has completed the roof and poured the concrete floor. The Contractor has submitted pay request #4 in the amount of \$33,727 with \$1,686 withheld in retainage for a pay request of \$32,041.

Tom Rogers, with Rogers Engineering, has reviewed pay request #4 and recommends payment of the pay request.

Staff agrees with the engineer's recommendation to pay H3 General Contractors pay request #3 in the amount of \$32,041.

### **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. The engineer's schedule is to have 90% completed plans in February.

### **North Deer Creek Trunk Rehabilitation Project**

Rob Lee, with Leeway Engineering Solutions, and his team are working on the plans and specifications for the project. The engineer's schedule completed 50% plans completed. RUSA staff are reviewing the plans.

### **Biogas Feasibility Study – WRF**

Jacobs has started the work on the feasibility study. The preliminary schedule anticipates the final report in September 2023. We have been approved by the Oregon Energy Trust for matching grant funding for 50% of the study cost.

# APPLICATION AND CERTIFICATE FOR PAYMENT

PAGE 1 OF 2.1

SUBMITTED TO: RUSA (Roseburg Urban Sanitary  
1297 NE Grandview Drive  
Roseburg, OR 97470

PROJECT: RUSA Biosulfate Building

APPLICATION NO: 04

DISTRIBUTION TO:

APPLICATION DATE: 1/31/23

OWNER

PERIOD TO: 1/31/23

ARCHITECT

SUBMITTED FROM: H3 General Contractors LLC  
928 Callahan Drive  
Roseburg, OR 97471

ARCHITECT: Rogers Engineering  
558 Jackson St.  
Roseburg, OR 97470

PROJECT NO: 541

CONTRACTOR

CONTRACT DATE:

CONTRACT FOR: General Construction

ARCH PROJ NO: 20-144

INVOICE NO: 04

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application For Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from Owner, and that current payment shown herein is now due.

ORIGINAL CONTRACT SUM..... \$ 275,623.00

NET CHANGE BY CHANGE ORDERS (See Attached CO List) \$ -3,591.00

CONTRACT SUM TO DATE ..... \$ 272,032.00

TOTAL COMPLETED AND STORED TO DATE ..... \$ 140,472.00

## WAIVER & RELEASE OF LIEN

Whereas the undersigned Contractor has provided labor, services, materials, or equipment for the above project, under an agreement with the Owner.

RETAINAGE:

5 % OF COMPLETED WORK \$ 7,026.00

    % OF STORED MATERIAL \$ 0.00

The Undersigned does hereby waive and release all bond claims, liens, claims, or right of claim, or right of lien, statutory or otherwise, against the property, project, Owner, or any other person or entity who is or may be claimed to be liable, or any sureties, for labor, services, materials, or equipment, as provided by the Undersigned, to the extent of payment received, as indicated herein, together with any previous payment(s) already received but excluding any retainage or any labor, services, materials, or equipment provided after the application period date stated above. The undersigned agrees that in exchange for receipt of the above amount for labor, services, materials, or equipment as described herein, he does hereby grant this release unconditionally.

TOTAL RETAINAGE ..... \$ 7,026.00

TOTAL EARNED LESS RETAINAGE ..... \$ 133,446.00

LESS OWNER DIRECT PAYMENT BY PURCHASE ORDER \$ 0.00

LESS PREVIOUS CERTIFICATES FOR PAYMENT ..... \$ 101,405.00

CURRENT PAYMENT DUE ..... \$ 32,041.00

BALANCE TO FINISH INCLUDING RETAINAGE ..... \$ 138,586.00

The person signing below does hereby certify that he/she is fully authorized and empowered to execute this instrument and to bind the Undersigned hereto, and does in fact so execute this instrument.

H3 General Contractors LLC

Signed: Tony Hansen

Name, Title: Tony Hansen

Dated: January 31, 2023



# ORIGINAL CONTRACT PAGE 2.1

SUBMITTED FROM: H3 General Contractors LLC  
928 Callahan Drive  
Roseburg, OR 97471

PROJECT: RUSA Biosulfate Building

PAGE NO: 2.1 OF: 2.1

APPLICATION NUMBER: 04

CONTRACTOR'S PROJECT NO: 541

APPLICATION DATE: 1/31/23

CONTRACT FOR: General Construction

ARCHITECT'S PROJECT NO: 20-144

PERIOD FROM: 1/1/23 TO: 1/31/23

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED			TOTAL COMPLETE AND STORED TO DATE (D+E+F)	% G/C	BALANCE TO FINISH (C-G)	RETAINAGE
			PREVIOUS APPLICATIONS	THIS APPLICATION					
				WORK IN PLACE	STORED MATERIALS				
1	Earthwork	26,962.00	21,853.00			21,853.00	81%	5,109.00	1,093.00
2	Concrete & Rebar	20,103.00	13,700.00			13,700.00	68%	6,403.00	685.00
3	Masonry & Rebar	33,800.00	33,800.00			33,800.00	100%	0.00	1,690.00
4	Handrail Modification	1,200.00	600.00			600.00	50%	600.00	30.00
5	Rough Hardware	2,000.00	1,200.00	800.00		2,000.00	100%	0.00	100.00
6	Rough Carpentry	6,518.00	500.00	6,018.00		6,518.00	100%	0.00	326.00
7	Rough Lumber	3,262.00	3,262.00			3,262.00	100%	0.00	163.00
8	Finish Carpentry	1,924.00					0%	1,924.00	0.00
9	Building Insulation	4,830.00					0%	4,830.00	0.00
10	Gutters & Down Spouts	526.00					0%	526.00	0.00
11	Flashing & Sheet Metal	500.00		500.00		500.00	100%	0.00	25.00
12	Standing Seam Roofing	5,114.00	455.00	4,659.00		5,114.00	100%	0.00	256.00
13	Hollow Metal Doors, Frames,	8,339.00					0%	8,339.00	0.00
14	Overhead Coiling Doors	12,235.00					0%	12,235.00	0.00
15	Drywall	4,000.00					0%	4,000.00	0.00
16	Painting	7,660.00					0%	7,660.00	0.00
17	Knox Box	250.00					0%	250.00	0.00
18	HVAC	7,807.00					0%	7,807.00	0.00
19	Plumbing	13,145.00					0%	13,145.00	0.00
20	Trade Excavation & Backfill	3,000.00	3,000.00			3,000.00	100%	0.00	150.00
21	Electrical	55,000.00	8,343.00	15,000.00		23,343.00	42%	31,657.00	1,167.00
22	Supervision	3,850.00	1,350.00	1,000.00		2,350.00	61%	1,500.00	118.00
23	General Labor	3,355.00	550.00	500.00		1,050.00	31%	2,305.00	53.00
24	Rubbish Removal	4,240.00	750.00	500.00		1,250.00	29%	2,990.00	63.00
25	Temporary Facilites	3,910.00	750.00	750.00		1,500.00	38%	2,410.00	75.00
26	Broom Clean Faciliy	500.00					0%	500.00	0.00
27	Permits & Fees	2,100.00	2,100.00			2,100.00	100%	0.00	105.00
28	Bond Cost	4,500.00	4,500.00			4,500.00	100%	0.00	225.00
29	OH&P	34,993.00	13,975.00	4,000.00		17,975.00	51%	17,018.00	899.00
30									0.00
31									0.00
32									0.00
33									0.00
	Contract Page 2.1 Totals	\$275,623.00	\$110,688.00	\$33,727.00		\$144,415.00	52%	\$131,208.00	\$7,223.00

## **CHANGE ORDERS PAGE 3.1**

SUBMITTED FROM: H3 General Contractors LLC  
928 Callahan Drive  
Roseburg, OR 97471

CONTRACT FOR: General Construction

PROJECT: RUSA Biosulfate Building

CONTRACTOR'S PROJECT NO: 541

ARCHITECT'S PROJECT NO: 20-144

PAGE NO: 3.1 OF: 2.1

APPLICATION NUMBER: 04

APPLICATION DATE: 1/31/23

PERIOD FROM: 1/1/23 TO: 1/31/23

[illegible]

# ROGERS ENGINEERING

Structural Engineering ▪ Building Design ▪ Code Consulting ▪ Inspection Services

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558 S.E. Jackson St.  
Roseburg, Oregon 97470  
Ph: (541) 672-0315  
Fax: (541) 672-1787  
rogerst@rosenet.net

February 1, 2023

Roseburg Urban Sanitary Authority  
Attn: Jim Baird, Manager  
1297 NE Grandview Dr.  
Roseburg, OR 97470

**RE: Bisulfite Building Construction**

Rogers Engineering has reviewed the Application for Payment from H3 General Contractors for January 2023. An observation of the work was conducted and the application for payment is consistent with work completed.

The payment request of \$32,041.00 is recommended for processing.

Should you have questions or need additional information, please contact me at your convenience.



Tom Rogers, P.E.

## **ROSEBURG URBAN SANITARY AUTHORITY**

### **NEW DEVELOPMENTS AND PROJECTS**

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#### **DEVELOPMENTS:**

- Thyme Subdivision and sewer main extension– Sewer Mainline complete waiting on easements.
- Sunshine Road Apartments and sewer main extension – testing mostly complete on mainline- waiting on manhole testing.
- Ash Spring Apartments and sewer main extension – Sewer Work completed waiting on testing on easements.
- Hanna Heritage Plaza sewer main extension (Elmer's remodel and drive through coffee shop)
- Rosemary Subdivision and main extension (on hold)

#### **PRELIMINARY DESIGN:**

- Tabor – Military Avenue partition
- Library Siphon
- Deer Creek sewer trunk line rehabilitation project
- Replacement and Upgrade of pumps at Highland Pump Station

#### **PROJECTS:**

- Bisulfite building project awarded to H3 Construction Project Underway.
- Chadwick-Atlanta Street Main Extension -Out for bid

# ROSEBURG URBAN SANITARY AUTHORITY

## January 2023 STAFF REPORTS

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### COLLECTION DEPARTMENT:

- Completed 38 work orders.
- Cleaned and CCTV 2,125 feet of mainline.
- Cleaned 5,030 feet or 1 mile of mainline.
- Completed 40 manhole inspections.
- Completed 3 service line taps.
- Completed excavation and concrete work for generator cover at Wilbur 2.
- Completed theory portion of the Entry Level Drive Training(ELDT) for Austin.
- Completed monthly trouble spot inspections.
- Completed 182 underground utility locate requests.

### ENGINEERING DEPARTMENT:

- Issued 16 permits and 18 completed inspections.
- FOG Report:
  1. Senior Center plugged with grease, Spoke with them about upgrading their device
  2. Established Pumping Schedule for Mod Pizza
  3. Dutch Brother Stephens, Installed Interceptor.
  4. Dutch Brother Diamond Lake, upgraded their interceptor.
  5. Mercy, needs pumping and was notified.
  6. Sonic Drive- no issues
  7. Jack in The Box, needs pumping and was notified.
  8. Gilberto's – No issues
- Work continues the Chemical Storage Building. The roof and floor are now complete.
- Putting Chadwick / Atlanta Out to Bid.

### FINANCE DEPARTMENT:

- Vacancy Credits: 8 was processed for a total of \$1,507.62.00 in January.
- Credit cards/checks: 1346 payments totaling \$81,918.59 or approximately 14.5% of monthly billing was collected in January. 127 payments were received by voice response system, 45 payments received at the counter and 1174 on-line.
- Automatic Payments: 2,245 customer accounts are signed up. Received \$102,739.61 or approximately 18.1% of monthly billing.



TO: Jim Baird, General Manager-RUSA  
FROM: Caleb Trammell, Project Manager Intern-Jacobs  
DATE: February 1, 2023  
SUBJECT: January 2023 Monthly Report

### **OPERATIONAL ACTIVITIES**

- **All permit parameters were met this month.**
- The treatment facility averaged 90% 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 January 2023, was 223,000 KWHRS with a total Effluent flow of 153.20 million gallons, all of which went to the river at Outfall 001. The January 2022 electrical consumption was 233,000 KWHRS with a total Effluent flow of 160.76 million gallons all of which also went to the river at Outfall 001.
- The chlorine and bisulfite systems for the plant are still being operated manually since the auto analyzers were removed for construction of the new sodium bisulfite building.
- The main chlorine tank was flushed to remove scaling. The pumps have not clogged since.
- Digester gas to boiler flow meter is down, maintenance is looking into different options to fix it. Boiler gas usage is estimated on a five-year historical average for the month.
- Annual reports for Pretreatment, Biosolids and Fire Marshal are being completed.

### **PRETREATMENT ACTIVITIES**

The following pretreatment inspections were completed in January:

- Backside Brewery: At the nearest manhole, no significant buildup of FOG.
- Brix Restaurant: Going down through the cleanout, there is substantial FOG buildup. Spoke with the manager and showed the camera view of the FOG buildup.
- Veterans Canteen: With the sludge judge into the interceptor, it was 25% full.
- Human Bean Coffee Harvard: They have a small amount of FOG buildup at a manhole near the business.
- Callahan Village: The grease interceptor was Ok.

## NATURAL TREATMENT SYSTEM (NTS)

- The motor heaters and the station HVAC system will remain on for the winter season.
- A new radiator and fan assembly have been received for the Kawasaki Mule and will be installed next month.

## LIFT STATIONS

- Total approximate flow from all lift stations for the month: **64,438,332** gallons
- Average approximate daily flow from all lift stations per day: **2,078,656** gallons

## MAINTENANCE ACTIVITIES

- Maintenance Team completed **234 Preventative Maintenance** items for the month.
- Maintenance Team complete **30 Corrective Maintenance** items for the month.

### **Current Month Repairs**

- Repaired 3 valves in the heat exchanger room.
- Installed hypochlorite filters for the inlet of the chemical pumps.
- Motion sensors for the influent building replaced.
- New PVC run for hypo and bisulfite was completed.
- Alum PVC run completed for the new bisulfite building.
- Load testing of the generators started.
- Installation of new UPC's at a few of the lift stations.
- HVAC repairs.

## 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.
- 106 permit tests were completed during the month.
- Lab water samples were collected and shipped on 1/25/23 to NRC for testing.

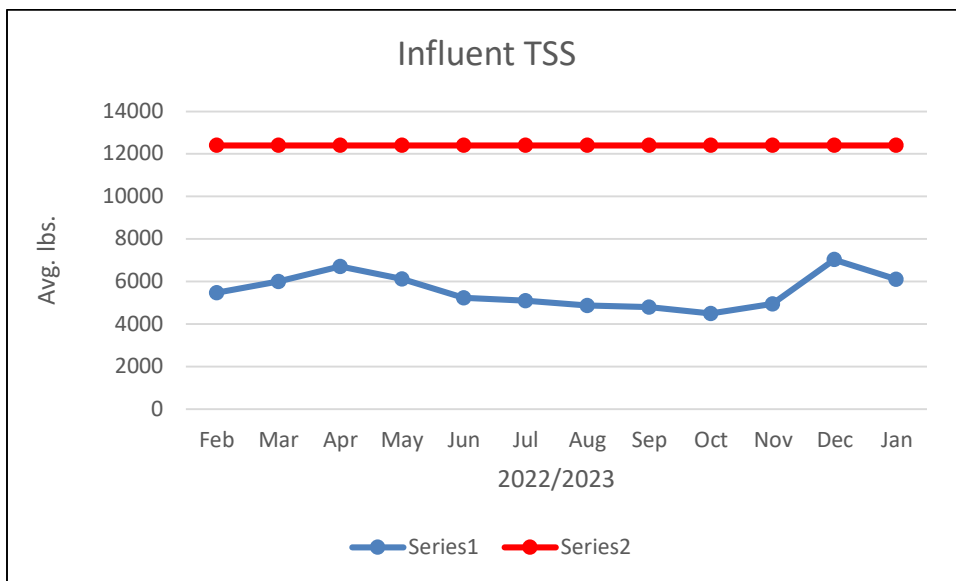
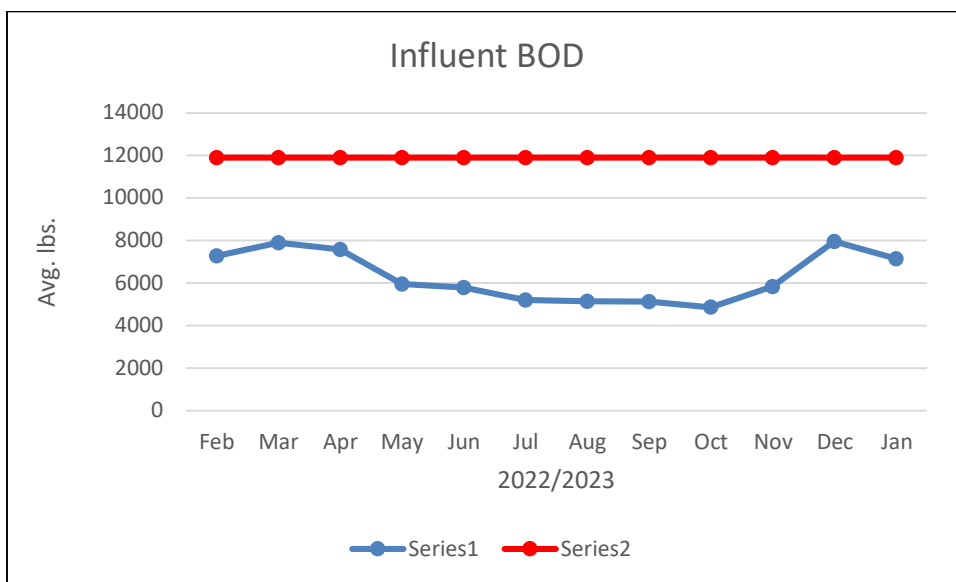
## BIOSOLIDS

- Running screw press as needed to maintain digester levels.
- A representative from Polydyne performed jar testing on the biosolids to help determine if a better liquid polymer might be used with the screw press. A new liquid polymer formulation was purchased.
- Liquid polymer usage has been markedly reduced.

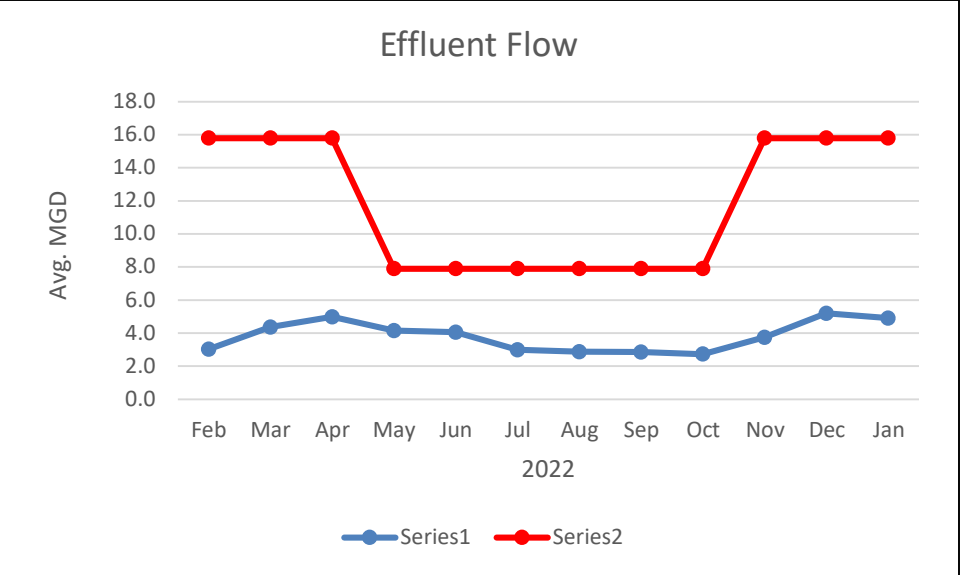
## UPCOMING EVENTS

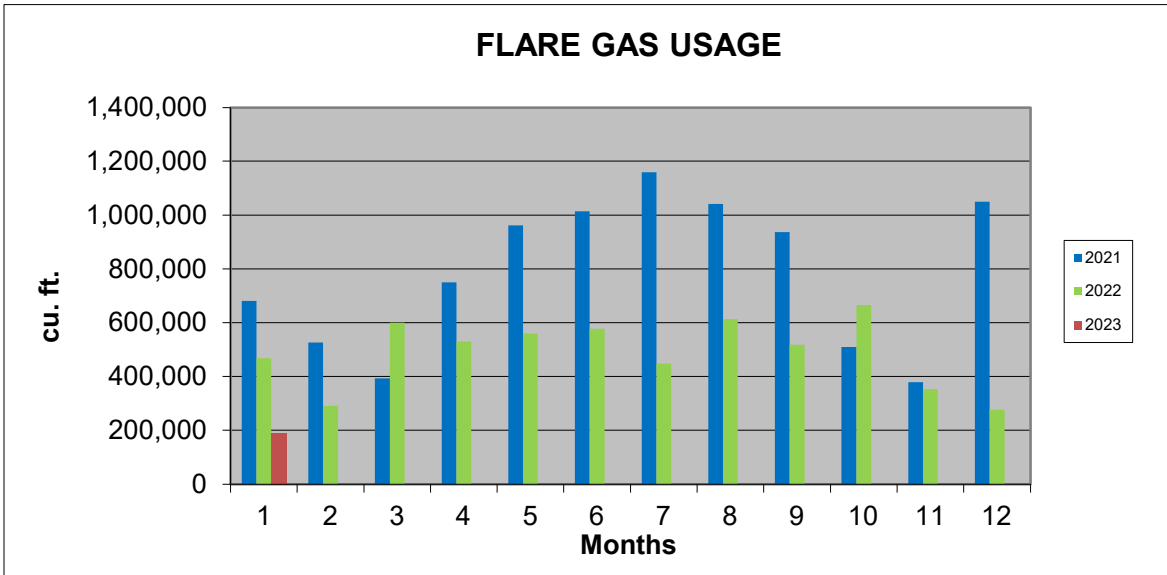
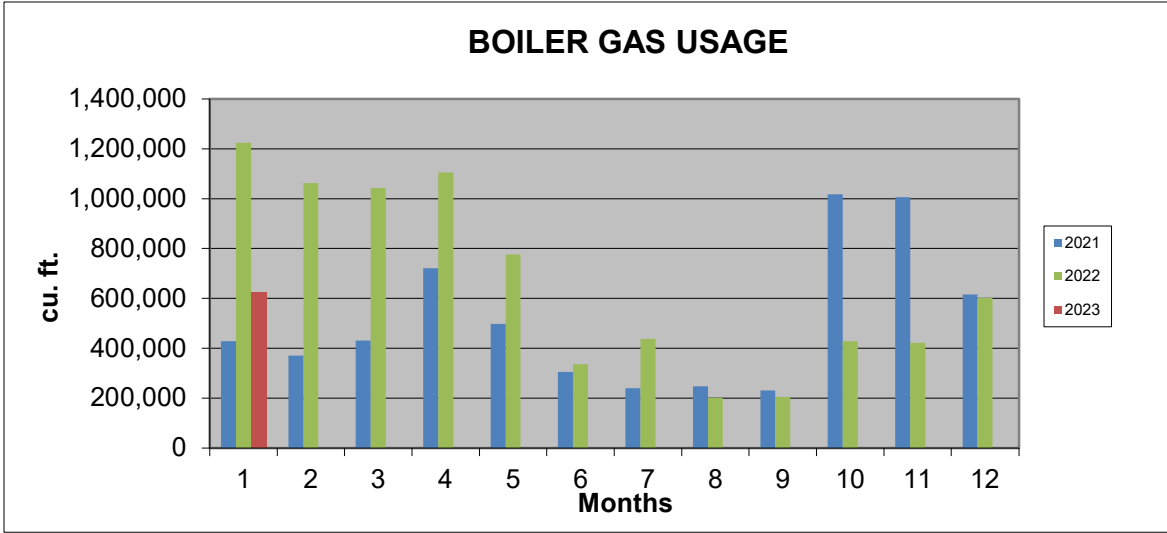
- Planning work on enclosing the control room in the screw press building to protect it from corrosion.
- Move bisulfite pump system into new bisulfite building.
- Digester gas testing for Co-Gen feasibility study.

Enclosures: Influent BOD/TSS/Effluent Flow, Boiler/Flare Gas Usage, 12 Month Moving Avg.









## 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
Feb-22	3.04	7278	5474
Mar-22	4.36	7897	5993
Apr-22	4.98	7584	6709
May-22	4.15	5960	6118
Jun-22	4.06	5792	5231
Jul-22	3.00	5198	5086
Aug-22	2.88	5135	4865
Sep-22	2.86	5128	4788
Oct-22	2.74	4866	4494
Nov-22	3.75	5840	4940
Dec-22	5.18	7962	7029
Jan-23	4.94	7143	6094

<b>SUM</b>	<b>45.94</b>	<b>75783</b>	<b>66821</b>
<b>AVE</b>	<b>3.83</b>	<b>6315</b>	<b>5568</b>
<b>MAX</b>	<b>5.18</b>	<b>7962</b>	<b>7029</b>
<b>MIN</b>	<b>2.74</b>	<b>4866</b>	<b>4494</b>

## **CASH DISBURSEMENT RECAP BOARD MEETING FEBRUARY 8, 2023**

### Cash Disbursements Since the Last Board Meeting

All Funds:

Total of Prepaid Checks & ACH Transactions	99,163.77
Total of Regular Checks & ACH Transactions	<u>201,581.81</u>

Total Expenditures (not including Payroll)	<u>300,745.58</u>
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Payroll:

Net Payroll - January 31, 2023	72,097.83
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All Checks & ACH Transactions since the Board Meeting of January 11, 2023	<u>372,843.41</u>
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# Accounts Payable

## Checks by Date - Detail by Check Date

User: christine  
Printed: 2/3/2023 11:38 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	02669	PERS Deposit	01/12/2023	
	DEC 22 PR	PR Batch 00001.12.2022 PERS - Not W/Held	PR Batch 00001.12.2022 PER	10,261.99
	DEC 22 PR	PR Batch 00001.12.2022 OPSRP-Not W/Held	PR Batch 00001.12.2022 OPS	8,447.69
	DEC 22 PR	PR Batch 00001.12.2022 PERS Pick-Up	PR Batch 00001.12.2022 PER	956.52
	DEC 22 PR	PR Batch 00001.12.2022 PERS W/Held	PR Batch 00001.12.2022 PER	4,769.58
	dec rounding	Rounding Adj-December		0.02
Total for this ACH Check for Vendor 02669:				24,435.80
Total for 1/12/2023:				24,435.80
ACH	ASIFLEX	ASIFlex	01/31/2023	
	JAN 23 PR	PR Batch 00001.01.2023 Flexible Spending Acco	PR Batch 00001.01.2023 Flex	1,099.84
Total for this ACH Check for Vendor ASIFLEX:				1,099.84
ACH	DNB	Internal Revenue Service	01/31/2023	
	JAN 23 PR	PR Batch 00001.01.2023 FICA - Employee	PR Batch 00001.01.2023 FIC	6,477.63
	JAN 23 PR	PR Batch 00001.01.2023 Federal Income Tax	PR Batch 00001.01.2023 Fed	7,916.43
	JAN 23 PR	PR Batch 00001.01.2023 Medicare - Employer	PR Batch 00001.01.2023 Med	1,514.92
	JAN 23 PR	PR Batch 00001.01.2023 Medicare - Employee	PR Batch 00001.01.2023 Med	1,514.92
	JAN 23 PR	PR Batch 00001.01.2023 FICA - Employer	PR Batch 00001.01.2023 FIC	6,477.63
Total for this ACH Check for Vendor DNB:				23,901.53
ACH	OR-Rev	Oregon Dept. of Revenue	01/31/2023	
	JAN 23 PR	PR Batch 00001.01.2023 Oregon W/Held	PR Batch 00001.01.2023 Ore	5,961.79
Total for this ACH Check for Vendor OR-Rev:				5,961.79
ACH	PEBSCO	Nationwide Retirement Solutions	01/31/2023	
	JAN 23 PR	PR Batch 00001.01.2023 Roth Contribution	PR Batch 00001.01.2023 Rotl	200.00
	JAN 23 PR	PR Batch 00001.01.2023 Nationwide-Deferred C	PR Batch 00001.01.2023 Nati	3,950.00
Total for this ACH Check for Vendor PEBSCO:				4,150.00
ACH	CENTURY	CenturyLink	01/31/2023	
	Jan 23 Fax/alm	Analog phone service for fax & alarm		143.06
	Jan 23 Gate	Analog phone service for NTS GATe		63.13
Total for this ACH Check for Vendor CENTURY:				206.19
51236	CIS INS	CIS Trust	01/31/2023	
	JAN 23 PR	PR Batch 00001.01.2023 Accident Insurance	PR Batch 00001.01.2023 Acc	181.47
	JAN 23 PR	PR Batch 00001.01.2023 CCIS Insurance AD&I	PR Batch 00001.01.2023 CCI	16.36
	JAN 23 PR	PR Batch 00001.01.2023 Critical Illness Insuran	PR Batch 00001.01.2023 Crite	113.30
	JAN 23 PR	PR Batch 00001.01.2023 Dental & Vision	PR Batch 00001.01.2023 Den	2,450.61
	JAN 23 PR	PR Batch 00001.01.2023 Voluntary Dependent L	PR Batch 00001.01.2023 Volu	26.60
	JAN 23 PR	PR Batch 00001.01.2023 Hospital Indemnity	PR Batch 00001.01.2023 Hos	144.90

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	JAN 23 PR	PR Batch 00001.01.2023 Identity Protection	PR Batch 00001.01.2023 Iden	81.75
	JAN 23 PR	PR Batch 00001.01.2023 Voluntary Life Insuran	PR Batch 00001.01.2023 Volt	401.95
	JAN 23 PR	PR Batch 00001.01.2023 Life Insurance - er	PR Batch 00001.01.2023 Life	97.85
	JAN 23 PR	PR Batch 00001.01.2023 Life Insurance - Spous	PR Batch 00001.01.2023 Life	186.42
	JAN 23 PR	PR Batch 00001.01.2023 CCIS Insurance Long-	PR Batch 00001.01.2023 CCI	156.81
	JAN 23 PR	PR Batch 00001.01.2023 Medical Ins w/RX	PR Batch 00001.01.2023 Med	26,293.13
	JAN 23 PR	PR Batch 00001.01.2023 Short-Term Disability	PR Batch 00001.01.2023 Shoi	134.08
	JAN 23 PR	PR Batch 00001.01.2023 Trauma	PR Batch 00001.01.2023 Trau	95.00
Total for Check Number 51236:				30,380.23
51237	Leeway 707	Leeway Engineering Solutions, LLC Eng services-North Deer Cr CIPP Project	01/31/2023	3,995.00
Total for Check Number 51237:				3,995.00
51238	RSBG-AUD 37971	Roseburg Audiology Center Employee screenings	01/31/2023	400.00
Total for Check Number 51238:				400.00
51239	SHRED-IT 8003155981	Stericycle, Inc. Shred services - January	01/31/2023	81.86
Total for Check Number 51239:				81.86
51240	TEKMAN 83093	TEKMANAGEMENT, INC. Setup of AWS for backups	01/31/2023	385.00
Total for Check Number 51240:				385.00
51241	USPS Jan 2023	US Postal Service Postage to pay Feb UB Bills	01/31/2023	3,204.78
Total for Check Number 51241:				3,204.78
51242	VERIZON 9925325063	Verizon Wireless Wireless telephone equipment	01/31/2023	766.51
Total for Check Number 51242:				766.51
51243	WILLGRAY 26349422	Willamette Graystone, LLC Stock concrete adhesive	01/31/2023	195.24
Total for Check Number 51243:				195.24
Total for 1/31/2023:				74,727.97
Report Total (14 checks):				99,163.77

# Accounts Payable

## Checks by Date - Detail by Check Date

User: christine  
Printed: 2/3/2023 12:26 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	STAPLES	Staples Credit Plan	02/08/2023	
	3208605581	Toilet tissue and paper towels		706.90
	3211798691	Erasers for mechanical pencils		15.56
Total for this ACH Check for Vendor STAPLES:				722.46
51244	BANNERMC	BANNER BANK	02/08/2023	
	AA 010623	Pitney Bowes - Quarterly lease payment for post		94.50
	AA 010823	Pitney Bowes - Ink for postage machine		98.98
	AA 011023	Pitney Bowes - Property tax fee for postage mac		19.10
	BK 010923	Lowes - Plywood for concrete pad at pump static		43.90
	CM 010323	Municipal Audit Payment - OR State FY22 Audi		300.00
	CM 011023	OR Gov't - OGFOA Conf Fee - Christine		375.00
	CM 011823	SDAO - SDAO Conf Fee - Christine		230.00
	DF 010923	Last Pass - Password Manager Software for 7 us		504.00
	DF 011123	Amazon - 3 Flash Drives		68.37
	DF 013023	Zoom - Elec Mtg Software for Board Meetings		113.99
	DF 123022	Zoom - Elec Mtg Software for Board Mtgs		113.99
	GO 012323	DC Clerk - Record Easement for Thyme Subdivi		93.27
	HW 011123	Safeway - Board meeting snacks		15.00
	HW 012323	Batteries Plus - Batteries for Edge key fobs		9.49
	JB 010423	Paypal Roseburg Chamber - Monthly Chamber l		350.00
	JB 010423cr	Paypal Roseburg Chamber - Credit voucher for c		-175.00
	KB 010323	NASSCO - PACP Manual		295.00
	KB 010423	Little Caesars - Crew lunch for Nick passing cert		31.97
	KB 011723	Amazon - Phone Case		32.39
	KB 012023	NASSCO - PACP Cert Renewal		375.00
	NS 011023	Home Depot - Wood for concrete pad		74.92
	NS 012323	Concrete Builders - Screed bar & rake rental for		70.25
	NS 012423	UBOS lunch - JB, SL, KB, DEV, NS, AB, RC, F		140.42
	NS 012523a	DMV - Austin CDL Air Brake Exam Fee		10.00
	NS 012523b	DMV - Austin CDL Permit Fee		23.00
	NS 012523c	DMV - Austin CDL Knowledge Exam Fees		40.00
	RC 012323	Elmers - Dinner - Backflow Recert Training - Ri		24.48
	RC 012423a	Elmers - Breakfast - Backflow Recert Training -		20.48
	RC 012423b	Busters - Dinner - Backflow Recert Training - Ri		22.95
	RC 012523a	OHA - Backflow Recertification		195.00
	RC 012523b	Elmers - Breakfast - Backflow Recert Training -		18.48
	RC 012623a	BMI - Backflow gauge calibration		75.00
	RC 012623b	Four Points Hotel - Backflow Recert Training - F		336.54
	RK 011723	TST* Bo & Vine - Dinner - PLSO Conf - Ryon		20.70
	RK 011823	TST* Bo & Vine - Dinner - PLSO Conf - Ryon		24.72
	RK 012023	Grand Hotel - Lodging - PLSO Conf - Ryon		555.48
	RK 012323	APWA - Leadership Conf Reg - Ryon		890.00
	RK 012423	Apple Peddler - UBOS lunch		22.02
	SL 011023	HIVIS & Summit Safety - HiVis Safety Apparel		1,104.03
Total for Check Number 51244:				6,657.42

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
51245	BHEC CL12956-IN CL13335-IN	Bassett-Hyland Energy Company Vehicle fuel Vehicle fuel	02/08/2023	609.93 1,296.72
Total for Check Number 51245:				1,906.65
51246	REFUND Permit 23-16 Permit 23-16	Benjamin Tatone Inc Refund SDC, duplicate payment Refund SDC, duplicate payment	02/08/2023	1,117.00 2,123.00
Total for Check Number 51246:				3,240.00
51247	BIOMED 97330	bio-MED Testing Services Inc FMCSA Inquiry	02/08/2023	5.00
Total for Check Number 51247:				5.00
51248	UB*00060	JACK & DEBORAH CEDARHOLM Refund Check Refund Check Refund Check	02/08/2023	308.75 65.00 16.25
Total for Check Number 51248:				390.00
51249	CH2M 107769CH007	CH2M Hill Engineers, Inc. Modification review for Elect Room Ventilation	02/08/2023	2,074.69
Total for Check Number 51249:				2,074.69
51250	Chytka 151195	Chytka Pest Control LLC Monthly pest control services	02/08/2023	40.00
Total for Check Number 51250:				40.00
51251	WATER Jan 2023	City of Roseburg Water Service - Admin	02/08/2023	218.24
Total for Check Number 51251:				218.24
51252	DRAUTO 063694 064362 064377	D & R Auto & Truck Supply Corp DEF fluid Gauge and dial caliper Cleaning supplies	02/08/2023	99.54 53.93 23.07
Total for Check Number 51252:				176.54
51253	DC Safet 2023-RUSA	Douglas County Safety Association 2023 Annual Membership Dues	02/08/2023	25.00
Total for Check Number 51253:				25.00
51254	DCPW 67009	Douglas County Solid Waste Grit pit debris	02/08/2023	204.92
Total for Check Number 51254:				204.92
51255	DFN Feb 2023 Admin Feb 2023 Brbn Feb 2023 High Feb 2023 Host Feb 2023 Keady	Douglas Fast Net Internet Services-Admin Internet Services-Bourbon St Internet Services-Highland PS Admin Hosting Internet Services-Keady Ct	02/08/2023 Service: 14806 Service: 205697 Service: 105797 Service: 106289	218.99 100.21 76.84 10.55 76.84



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	Feb 2023 LV	Internet Services-Loma Vista P	Service: 205950	104.21
	Feb 2023 N Bank	Internet Services-No. Bank PS	Service: 105793	73.84
	Feb 2023 NTS	Internet Services-NTS	Service: 145049	73.58
	Feb 2023 Ph/Cam	Phones/Security Cams	Service: 141784	101.04
	Feb 2023 Wilb 1	Internet Services-Wilbur 1 PS	Service: 105796	73.84
	Feb 2023 Wilb 2	Internet Services-Wilbur 2 PS	Service: 105794	73.84
	Feb 2023 Winch	Internet Services-Winchester P	Service: 105795	73.84
			Total for Check Number 51255:	1,057.62
51256	FASTENAL ORROS228170	Fastenal Company AA & D Batteries	02/08/2023	185.96
			Total for Check Number 51256:	185.96
51257	GRAPHDIM 4241	Graphic Dimensions, Inc. Cut utility bills to mailing size	02/08/2023	37.20
			Total for Check Number 51257:	37.20
51258	ICONIX U2316001791	ICONIX WATERWORKS INC Inserta tees	02/08/2023	2,465.28
			Total for Check Number 51258:	2,465.28
51259	Jacobs 351289-065	Jacobs Engineering Group Inc Professional services per agreement	02/08/2023	133,435.58
			Total for Check Number 51259:	133,435.58
51260	COASTAL G49142	John Deere Financial f.s.b. Sprayer	02/08/2023	22.99
			Total for Check Number 51260:	22.99
51261	LEAGUE O 11368	League of Oregon Cities Eng Tech I/II Job Posting	02/08/2023	60.00
			Total for Check Number 51261:	60.00
51262	LOWES 01720 02030 02148 02890	Lowes Supplies for Wilbur 2 improvements Shovel Repair conduit at Wilbur 2 Supplies for Wilbur 2 improvements	02/08/2023	78.78 13.29 10.62 428.38
			Total for Check Number 51262:	531.07
51263	MSTRCR 14655-J	MasterCare Cleaning Co Inc Monthly Janitorial services	02/08/2023	390.00
			Total for Check Number 51263:	390.00
51264	NBS IN111661	National Business Solutions Quarterly Konica/Minolta copier maintenance	02/08/2023	285.56
			Total for Check Number 51264:	285.56
51265	LGL 13273	Northwest Local Government Legal Advise Legal services - Ordinance, Resolution and misc	02/08/2023	1,705.00
			Total for Check Number 51265:	1,705.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
51266	Occu 18510	OccuHealth Pre-employment physical for new hire in collecti	02/08/2023	140.00
Total for Check Number 51266:				140.00
51267	1CALL 3011082	One Call Concepts, Inc. Locate tickets - January	02/08/2023	254.80
Total for Check Number 51267:				254.80
51268	ACWA 8631	Oregon Association of Clean Water Agencie 2023 Membership to OR ACWA	02/08/2023	1,630.00
Total for Check Number 51268:				1,630.00
51269	DEQ WQSTM2301324	Oregon DEQ STM Industrial NPDES Gen12Z 7/1/22 - 6/30/22	02/08/2023	1,484.08
Total for Check Number 51269:				1,484.08
51270	OR-LIN 892104 898826	Oregon Linen, Inc. Laundry and mat service Laundry and mat service	02/08/2023	54.51 32.94
Total for Check Number 51270:				87.45
51271	Premium 25381	Premium Landscape, Inc. Monthly landscape maintenance	02/08/2023	225.00
Total for Check Number 51271:				225.00
51272	RSBG-DIS 1285251	Roseburg Disposal Company Monthly garbage service	02/08/2023	61.00
Total for Check Number 51272:				61.00
51273	SPRBRK CM-000393 INV-011610	Springbrook Holding Company LLC Software Migration to the cloud credit existing s Software Migration to the cloud	02/08/2023	-9,936.72 14,553.48
Total for Check Number 51273:				4,616.76
51274	TEKMAN 83341 83341 83341 83341 83341 83341 83341	TEKMANAGEMENT, INC. Backup & Recovery Services Server Maint & monitoring Encryption of laptops DNS Filter (security) Security awareness training Cloud storage for backups - January Cloud storage for backups - February	02/08/2023	565.00 1,518.14 90.75 40.00 25.65 84.00 84.00
Total for Check Number 51274:				2,407.54
51277	UMPQUARF 60760	Umpqua Quarries, LLC Rock for Wilbur 2 improvements	02/08/2023	31.35
Total for Check Number 51277:				31.35
51278	UMP-SAND 198482 198483	Umpqua Sand & Gravel Concrete for Wilbur 2 improvements Concrete for Wilbur 2 improvements	02/08/2023	560.50 632.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 51278:				1,192.50
51279	West Tes	Western Testing LLC	02/08/2023	
	27305	Concrete testing for Bisulfite Building - Job 608:		350.50
	27306	Concrete testing for Bisulfite Building - Job 608:		1,222.65
Total for Check Number 51279:				1,573.15
51280	H3	H3 General Contractors LLC	02/08/2023	
	Pay Req #4	Bisulfite Building-pay request #4		33,727.00
	Pay Req #4 ret	Bisulfite Building-pay request #4 retainage		-1,686.00
Total for Check Number 51280:				32,041.00
Total for 2/8/2023:				201,581.81
Report Total (36 checks):				201,581.81