



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 June 8, 2022. The Board Meeting was held in-person and remotely broadcast by Zoom® Meeting.

ROLL CALL

Directors

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

Absent: Jerry Griese and David Campos

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

Consideration of the May 4, 2022, Budget Committee Meeting Minutes and the May 11, 2022, Regular Monthly Board Meeting Minutes.

Kelsey Wood moved to approve the minutes for the May 4, 2022 Roseburg Urban Sanitary Authority Budget Committee Meeting and the May 11, 2022 regular monthly Board Meeting.
Rob Lieberman seconded the motion.
The motion passed unanimously.

Resolution No. 22-02; A Resolution Adopting the 2022-2023 Budget and Making Appropriations

Kelsey Wood made a motion to approve Resolution No. 22-02 adopting the 2022-2023 Budget and making appropriations.
Rob Lieberman seconded the motion.
The motion passes unanimously.

Vote By Roll Call

Board Chair Dunn requested "Roll Call" for the motion to approve Resolution 22-02:

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

The motion was passed with a 3/0 vote.

Appointment of Budget Committee Members

Mike Jackson and Mike Baker both agreed to continue to serve on the RUSA Budget Committee.

Staff recommended the Board appoint Mike Jackson to Position two on the RUSA Budget Committee and Mike Baker to Position three on the RUSA Budget Committee for new three year terms ending June 30, 2025.

Kelsey Wood made a motion to approve the appointment of Mike Jackson to position two and Mike Baker to position three for new three years terms.

Rob Lieberman seconded the motion.

The motion passes unanimously.

General Managers Report

Hooker Road Rehabilitation Project

The Contractor has not completed all the minor correction work outlined in the punch list. Staff continues to work with the Contractor to schedule the lining company to finish the project. We are currently retaining \$81,406.14 until the work is complete.

New Chemical Feed Building

Rogers Engineering is completing the design and specifications. Staff will advertise the project for a June/July start date when the plans and specifications are complete.

Storm Drain Isolation Project WRF

i.e. Engineering has submitted 90% plans for review and comment. The staff has reviewed the plans and provided minor corrections. The tentative schedule anticipates requesting proposals from local contractors in mid-June and a request to award at the July Board meeting.

Chadwick Street Sewer Rehabilitation

i.e. Engineering has submitted 90% plans for review and comment. The staff has reviewed the plans and provided minor corrections. The tentative schedule sets the advertisement published in mid-June and closes on July 16th. Staff plans on presenting to the Board the bid results at their July Board meeting.

Atlanta Street Rehabilitation

i.e. Engineering has started the design of the project. The tentative schedule sets the advertisement published in mid-July and closes on August 4th. Staff plans on presenting to the Board the bid results at their August Board meeting.

At this time Kelsey Wood made a motion to amend the approved May 4, 2022 Budget Committee Minutes to include the sentence "The motion passed unanimously" as the last line of the motion to approve the 2022-2023 Budget.

Rob Lieberman seconded the motion.

The motion passed unanimously.

Kelsey Wood made a motion to approve the amended May 4, 2022 Budget Committee Minutes.

Rob Lieberman seconded the motion.

The motion passed unanimously.

Jacobs Plant Operations Report

Jade Mecham reported the treatment facility averaged 98% BOD removal and 98% Total Suspended Solids removal during January. The total Effluent flow was 128.57 million gallons. Jade also announced this would be his last RUSA Board Meeting as he is relocating due to a new position with Jacobs.

Accounts Payable

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

Rob Lieberman moved to approve the Accounts Payable Report and Addendum as presented.

Kelsey Wood seconded the motion.

The motion passed unanimously.

Other Business

None.

Attached Additional Items Presented

Accounts Payable Addendum

Respectfully submitted,



Harmony Williams
Office Assistant

ADDENDUM TO JUNE 8, 2022 BOARD PACKET

Accounts Payable

Checks by Date - Detail by Check Date

User: christine
 Printed: 6/8/2022 3:26 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
50908	FLURY F7396	Flury Supply Company Backhoe Repair parts	06/08/2022	95.64
Total for Check Number 50908:				95.64
50909	IE-ENG 59453 59454 59456 59615	i.e. Engineering, Inc. Plans & Proj Mgmt- Chadwick Sewer Civil Const Plans & Proj Mgmt-Storm System at Atlanta St Sewer Ext-Civil Constr Plans & Proj Atlanta Street Sewer Ext-site Topo Survey & Ba	06/08/2022	3,581.25 850.00 200.00 600.00
Total for Check Number 50909:				5,231.25
50910	ICONIX U2216025280	ICONIX WATERWORKS INC Insert Tees	06/08/2022	1,991.56
Total for Check Number 50910:				1,991.56
50911	NEXNET 16947	Nexcom, LLC Digital phone service for Admin-June	06/08/2022	332.80
Total for Check Number 50911:				332.80
50912	Occu 15211	OccuHealth DOT Physical - Stephen Lusch	06/08/2022	110.00
Total for Check Number 50912:				110.00
50913	DEQ Jim B 22-24	Oregon DEQ Jim Baird Certs Renewal: Coll III & Treatment I	06/08/2022	160.00
Total for Check Number 50913:				160.00
50914	PPL May 2022 411LM May 2022 425LM May 2022 Admin May 2022 Brbn May 2022 BrbnC May 2022 High May 2022 Keady May 2022 LV May 2022 NBank May 2022 NTS May 2022 NTSG May 2022 SBank May 2022 Wilb1 May 2022 Wilb2 May 2022 WWTP1 May 2022 WWTP2	Pacific Power Usage-411 LM-Storage Bldg Power Usage-425 Long Meadow Power Usage-Admin Bldg Power Usage-310 Bourbon St PS Contract-310 Bourbon St PS Power Usage-Highland PS Power Usage-Keady Ctt 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	06/08/2022	44.36 10.73 412.81 61.85 68.62 940.55 84.59 80.42 117.83 5,087.46 19.91 1,691.24 135.45 157.07 19,311.80 27.86

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 50914:	28,252.55
50915	Refund2 Permit 22-3	Ray Walker Refund Permit fee	06/08/2022	20.00
			Total for Check Number 50915:	20.00
50916	RSBG-DIS 1246718	Roseburg Disposal Company Garbage Service-May	06/08/2022	61.00
			Total for Check Number 50916:	61.00
50917	SWS EQ 0144396-IN	SWS Equipment, LLC Nozzle	06/08/2022	3,249.00
			Total for Check Number 50917:	3,249.00
50918	UBWA May 2022 411LM May 2022 606LM May 2022 B	Umpqua Basin Water Association Water - 411 Long Meadows Ln Water - 606 Long Meadows Ln Water - 310 Bourbon St	06/08/2022	22.00 22.00 22.00
			Total for Check Number 50918:	66.00
50919	US POBOX June 2022	US Postal Service Post office box annual fee	06/08/2022	312.00
			Total for Check Number 50919:	312.00
			Total for 6/8/2022:	39,881.80
			Report Total (12 checks):	39,881.80