



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 September 9, 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 Griese, David Campos and Kelsey Wood

Absent:

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 August 12, 2020 Regular Monthly Board Meeting Minutes.

Rob Lieberman moved to approve the minutes for the August 12, 2020 Roseburg Urban Sanitary Authority Regular Monthly Board Meeting.
David Campos seconded the motion.
The motion passed unanimously.

Jacobs Out of Scope Agreement

Jacobs offered an Out of Scope Agreement for the design of an electrical and pneumatic system for the three new conveyors at the Bio-Solids Storage Facility. The agreement is for a not to exceed amount of \$38,000, which is cost plus 15%. The design will add the operation of the three new screw conveyors and the air gates for each conveyor. A new motor control center will be included to operate all the conveyors to expand the system and provide for flexibility in operating the entire conveyor system.

Staff recommended the Board approve the Out of Scope Agreement.

Rob Lieberman made a motion to approve the Jacobs Out of Scope Agreement and for John Dunn sign the Agreement.

Kelsey Wood seconded the motion.
The motion passed with 4 yeas and 1 nay.

General Managers Report

Winchester Pump Station Force Main Replacement Project

We are working with Douglas County to finalize outstanding change orders, final invoice and working to close out the project.

Hooker Road Rehabilitation Project

RUSA is reviewing the contract document general conditions and technical specifications.

Douglas Avenue Project

Civil West is working on the plans and specifications for replacement of the sanitary sewer gravity system in the project. The plans, specifications and construction estimate are scheduled to be completed in November of 2020.

Biosolids Building Expansion, Conveyor Installation

Rogers Engineering is completing the documents for the installation of the new conveyor system for the new expansion of the Biosolids building.

We are working with Jacobs to develop the electrical and pneumatic design to include the three new screw conveyors and increase the operational flexibility of the two existing conveyors.

Emergency Preparedness

RUSA has entered into an Intergovernmental Agreement with the City of Roseburg to utilize the City's fueling station when there is a power outage and commercial options are not available. We have been granted access to the public works shop and been issued cards for the unleaded and diesel fuel tanks.

Jacobs Plant Operations Report

Jade Mecham reported the treatment facility averaged 99% CBOD removal and 97% Total Suspended Solids removal during August. The total Effluent flow was 83.54 million gallons all of which went to the Natural Treatment System.

Accounts Payable

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

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

Vote By Roll Call

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

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.

Respectfully submitted,



Harmony Williams
Office Assistant