



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 4:02 p.m. on July 10, 2019 at 1297 N.E. Grandview Drive.

ROLL CALL

Directors

Present: Board Chair John Dunn, Vice Chair Rob Lieberman, Jerry Griese and David Campos

Absent: Kelsey Wood

Others present: General Manager Jim Baird, Finance Director Christine Morris, Collection System Superintendent Steve Lusch, Engineering Tech III Ryon Kershner and CH2M Chief Plant Operator Randy Turner.

Consideration of the minutes of the Regular Monthly Board Meeting of Wednesday, June 12, 2019.

Jerry Griese moved to approve the minutes, for the Wednesday, June 12, 2019 Roseburg Urban Sanitary Authority Regular Monthly Meeting.
Rob Lieberman seconded the motion.
The motion passed unanimously.

Swearing in Elected Board Members

Board Members Jerry Griese and Kelsey Wood were reelected on May 21, 2019 to positions 3 and 4, respectively, beginning new 4 years terms on July 1, 2019. At this time Jerry Griese was sworn in by General Manager Jim Baird.

Ordinance No. 2019-01 – Second Reading

AN ORDINANCE TO PROVIDE AUTHORIZATION FOR SYSTEM DEVELOPMENT CHARGES FOR CAPITAL IMPROVEMENTS PURSUANT TO ORS 223.297 – 223.314 FOR THE PURPOSE OF CREATING A SOURCE OF FUNDING FOR EXISTING SYSTEM CAPACITY AND/OR THE INSTALLATION, CONSTRUCTION AND EXTENSION OF FUTURE CAPITAL IMPROVEMENTS, AND REPEALING ORDINANCE #2005-01, DATED OCTOBER 19, 2005 was presented for second reading.

David Campos moved to approve Ordinance No. 2019-01.
Rob Lieberman seconded the motion.

Vote By Roll Call

Chairman Dunn requested “Roll Call” for Ordinance No. 2019-01:

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

Ordinance No. 2019-01 was passed with a 4/0 vote.

Intergovernmental Agreement

Roseburg Urban Renewal Agency and Roseburg Urban Sanitary Authority would like to enter into an Agreement approving a Multi-Family Housing System Development Charge (SDC) Buydown Program which provides for a reduction of SDC fees to qualified developers or projects during the site review permitting process. The Board discussed the details of the Buydown Program. David Campos moved to approve the Intergovernmental Agreement between Roseburg Urban Renewal Agency and Roseburg Urban Sanitary Authority. Rob Lieberman seconded the motion.

Vote By Roll Call

Chairman Dunn requested “Roll Call” for the Intergovernmental Agreement between the Roseburg Urban Renewal Agency and Roseburg Urban Sanitary Authority:

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

The Agreement was approved with a 4/0 vote.

SDAO Board Assessment

Staff presented the Board with the findings from the April SDAO Board Assessment Meeting. Overall the assessment fell into the “Good” category with just a few areas for improvement found regarding documentation of day to day operational guidelines and updating and incorporating pay equity changes into descriptions of positions.

Annual Turnovers to Douglas County Assessor

The Board reviewed the annual turnover report. There was a brief discussion regarding the changes RUSA has made over the years to successfully reduce the annual turnover amount.

General Managers Report

Back Nine Sanitary Sewer Extension Phase I

Utility power is still pending Pacific Power installation.

Winchester Pump Station Force Main Replacement Project

Force main construction is continuing. Project completion is estimated to be in December 2019.

Loma Vista Pump Station Study

The Loma Vista Pump Station Study is complete. We will be incorporating this project in the Capital Improvement Plan for construction in the future.

Douglas County Landfill Leachate

Josh Klein, DC Solid Waste Supervisor, was informed that the Board had directed RUSA to enter into discussions regarding RUSA accepting the leachate from the landfill. He was also made aware that we would be discussing with Jacobs, RUSA Engineer of record, what constituents the proposed pretreatment system would need to reduce or eliminate.

CH2M Report

Randy Turner CH2M Chief Plant Operator advised that the treatment facility averaged 98% CBOD removal and 95% Total Suspended Solids removal. During the month of June the NTS received a total Effluent flow of 92.12 million gallons.

Accounts Payable

The Board reviewed the Accounts Payable Report and Addendum for the July 10, 2019 Accounts Payable.

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

Other Business

Chairman Dunn questioned the renovations at 1937 W Harvard. Jim Baird explained the property had been purchased by Evergreen. It is not anticipated the renovation project will contribute to additional usage after completion.

There being no further business to come before the Board, the meeting was adjourned at 4:45 p.m.

Respectfully submitted,



Christine Morris
Finance Director