



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

REGULAR MONTHLY BOARD MEETING

April 13, 2022

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

April 13th, 2022
RUSA Board Room
4:00 p.m.

The April 13th, 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

**AGENDA
REGULAR MONTHLY BOARD MEETING**

Board of Directors

John Dunn, Chair
David Campos

Kelsey Wood

Rob Lieberman, Vice Chair
Jerry Griesse

1. **Call to Order – John Dunn, Board Chair**
2. **Roll Call**
3. **Audience Participation – In-Person / via Zoom**
4. **Consider Minutes**
 - a. March 9, 2022
5. **Resolution 22-01**
 - a. A Resolution Adopting a Budget Policy to establish a methodology for a “Reserved for Future Expenditure” line item
6. **General Managers’ Report**
 - a. Hooker Road Rehabilitation Project
 - b. New Chemical feed building - Sodium Bisulfite System Relocation
 - c. Storm drain isolation project WWTP
 - d. Chadwich Street Sewer Rehabilitation
 - e. 2022-23 Jacobs contract for plant operation
7. **New Developments**
8. **Staff Report**
9. **Jacobs Plant Operations Report**
10. **Accounts Payable**
11. **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 March 9, 2022. The Board Meeting was held in-person and remotely broadcast by Zoom® Meeting.

ROLL CALL

Directors

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

Absent:

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

Consideration of the February 9, 2022, Regular Monthly Board Meeting Minutes.

David Campos moved to approve the minutes for February 9, 2022 Roseburg Urban Sanitary Authority Regular Monthly Board Meeting.

Rob Lieberman seconded the motion.

The motion passed unanimously.

General Managers Report

Hooker Road Rehabilitation Project

The contractor is working on lining services. The Contractor requested an extension of the contract period due to numerous days lost due to a subcontractor's employees on medical leave due to COVID-19 cases. We granted the request, and the new scheduled completion date is March 18th.

Cradar has submitted pay request #7 in the total amount of \$225,784.70 with \$11,289.24 withheld in retainage for a payment #7 in the amount of \$214,495.46.

Rob Lee, the Engineer of Record, has reviewed the data comprising the Application for Payment and recommends paying Pay Estimate #7 as submitted.

Staff reviewed Pay Estimate #7 and concurred with the Engineer and recommended that the Board approve payment of Pay Estimate #7 in the amount of \$214,495.46.

Rob Lieberman moved to approve Pay Estimate #7 in the amount of \$214,495.46.
David Campos seconded the motion.

Vote By Roll Call

Chairman Dunn requested “Roll Call” for the motion to approve Pay Estimate #7:

John Dunn	Yes
Rob Lieberman	Yes
Jerry Griesse	No
Kelsey Wood	Yes
David Campos	Yes

The motion was passed with a 4/1 vote.

New Chemical Feed Building

Rogers Engineering is completing the design and specifications. We will advertise the project for a May start date when the plans and specifications are complete.

General Fund Balance Policy

Staff is drafting the 2022-23 proposed budget and the topic of a minimum reserve balance for the General Fund moving forward was brought up. Staff asked if one or two Board members would like to meet to discuss what would be an adequate reserve to target for in upcoming budgets. Rob Lieberman and David Campos offered to meet for reserve target discussions.

Interest Rate for System Development Charge Installment Payment Plan

We received a request to pay the System Development Charge over time. ORS 223.208 states that a property owner may apply for installment payments for the System Development Charge imposed by a local government. The payment period may be over a period of ten (10) years or less if so, elected by the property owner. RUSA would place the unpaid balance on the “Lien Docket” and establish a lien on the property that is second only to the mortgage.

The Board needs to determine an appropriate interest rate for property owners that elect to pay the SDC over time. The current interest rate that we have placed on SDC’s paid over time by the City’s Urban Renewal Agency is 4.44% for a period of ten (10) years.

Staff would recommend that RUSA impose a rate of 4.44% interest on applications to pay the SDC’s over time.

Rob Lieberman moved to approve the interest rate of 4.44% on SDC’s paid over time.
Kelsey Wood seconded the motion.

Vote By Roll Call

Chairman Dunn requested “Roll Call” for the motion to approve a interest rate of 4.44% on SDC’s paid over time.

John Dunn	Yes
Rob Lieberman	Yes
Jerry Griesse	Yes
Kelsey Wood	Yes

David Campos Yes
The motion was passed with a 5/0 vote.

Jacobs Plant Operations Report

Jade Mecham reported the treatment facility averaged 96% BOD removal and 96% Total Suspended Solids removal during January. The total Effluent flow was 85.20 million gallons.

Accounts Payable

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

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

Other Business

None.

Attached Additional Items Presented

Accounts Payable Addendum

Cradar Enterprises, Inc. Invoice

Leeway Engineering Solutions Correspondence

Respectfully submitted,



Harmony Williams
Office Assistant

ADDENDUM TO MARCH 9, 2022 BOARD PACKET

Accounts Payable

Checks by Date - Detail by Check Date

User: christine
Printed: 3/9/2022 2:27 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
50765	Chytka 144291	Chytka Pest Control LLC Pest Control-March	03/09/2022	40.00
Total for Check Number 50765:				40.00
50766	WATER INV15133 Keady Feb	City of Roseburg Bulk water usage-February Base water/storm Keady lift station	03/09/2022	128.05 50.00
Total for Check Number 50766:				178.05
50767	CRADAR 003201 003201 ret	Cradar Enterprises, Inc Hooker Road Sewer Project Hooker Road Sewer Project-Retainage	03/09/2022	225,784.70 -11,289.24
Total for Check Number 50767:				214,495.46
50768	Jacobs 351289-053 * Replacing ck#50743 which has been voided	Jacobs Engineering Group Inc Per service Agreement-March	03/09/2022	129,684.00
Total for Check Number 50768:				129,684.00
50769	MAR-JENN 64373	Mar-Jenn Corporation Raise up reel on Camel	03/09/2022	1,632.11
Total for Check Number 50769:				1,632.11
50770	MSTRCR 13853-C	MasterCare Cleaning Co Inc Janitorial service-February	03/09/2022	390.00
Total for Check Number 50770:				390.00
50771	NEXNET 16205	Nexcom, LLC Digital phone service for Admin-March	03/09/2022	332.80
Total for Check Number 50771:				332.80
50772	PNWF CO 7308	Pacific Northwest Fence Co Chain link Fence at WWTP	03/09/2022	26,740.00
Total for Check Number 50772:				26,740.00
50773	RSBG-DIS 1231267	Roseburg Disposal Company Garbage Disposal-February	03/09/2022	61.00
Total for Check Number 50773:				61.00
50774	SIERRASP 21794341 030522	Sierra Springs Bottled Water	03/09/2022	83.20
Total for Check Number 50774:				83.20

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
50775	UBWA	Umpqua Basin Water Association	03/09/2022	
	FEB 2022 310B	Water - 310 Bourbon St		22.00
	FEB 2022 411LM	Water - 411 Long Meadows Ln		22.10
	FEB 2022 606LM	Water - 606 Long Meadows Ln		22.00
Total for Check Number 50775:				66.10
Total for 3/9/2022:				373,702.72
Report Total (11 checks):				373,702.72

Invoice

Cradar Enterprises, Inc.

GENERAL CONTRACTOR
CCB LICENSE #51492
1051 MELROSE ROAD, ROSEBURG, OREGON 97471
PHONE (541) 673-3268 FAX (541) 673-0056

Date	Invoice #
3/3/2022	003201

Bill To
Roseburg Urban Sanitary Authority 1297 NE Grandview Dr. Roseburg, OR 97470

P.O. No.	Terms	Project
	Net 30	

Quantity	Description	Rate	Amount
1	Pay Application #7 (\$225,784.70 Less 5% Retainage of \$11,289.24 = Application #7 of \$214,495.46)	214,495.46	214,495.46
		Total	\$214,495.46



March 9, 2022

Mr. Ryon Kershner
Roseburg Urban Sanitary Authority (RUSA)
1297 NE Grandview Drive
Roseburg, Oregon 97470

Re: Hooker Road Sewer Project
Requested Change Request for Bid Items 22A and 22B

Dear Mr. Kershner,

Leeway Engineering (Leeway) has received the request from Cradar Enterprises (Cradar) for adjustments to the Unit Prices on Bid Items 22A and 22B. As documented in the attached letter, the new subcontractor responsible for the manhole work, Underground Tech, was brought onto the project due to a last-minute decision by Molecular Inc (the original manhole rehabilitation subcontractor) to decline to perform the work. As a result, the manhole rehabilitation work was conducted at a later date than what would have been anticipated at the time of bid.

The original bid was as follows:

Bid Item	Unit Price	Quantity	Subtotal
22A – 60-inch Manhole Rehabilitation (work involves the application of structural cementitious lining followed by protective epoxy coating for all manholes in the project area)	\$6,850	17	\$116,450
22B – 48-inch Manhole Rehabilitation (work involves the application of protective epoxy coating only for all manholes in the project area)	\$4,500	11	\$49,500
	Total		\$165,950

Cradar was invoiced by their subcontractor, Underground Tech, in the amount of \$179,000. Underground Tech also provided a letter to Cradar indicating that there were increased costs as a result of additional effort needed to complete the work, particularly the additional time and materials needed to deal with higher groundwater and more aggressive leaks. As a result, Cradar is requesting an increase in payment in the amount of \$179,000.

Leeway has reviewed the documentation provided and had discussions with Cradar. As a result of having to switch manhole rehabilitation firms, the work was unavoidably delayed until January. Coupled with an unusually wet November and December, Leeway agrees that this delay resulted

Leeway Engineering Solutions, LCC
Portland, Oregon | (503) 828-7542

in higher-than-anticipated groundwater conditions that could not have been anticipated during the bidding period.

Based on the documentation provided, Leeway recommends that RUSA provide total payment for the manhole rehabilitation work in the amount of \$179,000. In terms of payment mechanism, Leeway recommends that an Item be added for different site conditions, as follows:

Bid Item	Unit Price	Quantity	Subtotal
26 – Differing MH Rehabilitation Site Conditions	\$13,050	1 (LS)	\$13,050

Payment should continue to be contingent on the successful passing of all tests as required per the Contract Documents, including but not limited to, pull-off and holiday test and post-rehabilitation inspection.

Sincerely,



Leeway Engineering Solutions, LLC
Robert Lee, PE, PMP
Principal Engineer / Owner

Attachments: Underground Tech Letter to Cradar (dated March 3, 2022)

cc: Jim Baird, Roseburg Urban Sanitary Authority



UNDERGROUND TECH

REPAIR - RENOVATE - RESOLVE

March 3, 2022

Cradar Enterprises Inc.
Marc Chirrick, President

This letter is written with the intent to explain the additional cost associated with the manhole lining portion of the HOOKER ROAD SEWER PROJECT.

Underground Tech was contacted in November of 2021 to perform the manhole lining project. Due to other projects in progress at the time, work in Roseburg was not started until January 18, 2022.

The time of year and the groundwater level at the time of the manhole rehab project made for many infiltration leaks in the manholes that were not present when I looked at the project earlier in the year.

The manholes that had the highest level of groundwater and the most aggressive leaks were the 7 structures on Joseph Street, General Avenue, and the south end of Aviation Dr. An average of \$2,500 worth of time and material was needed to seal all the additional leaks due to the time of year rehab was performed. Multiple other manholes throughout the project had minor other leaks as well because of high groundwater levels.

The cost associated with sealing leaks:

- Equipment Operating Hrs.
- Travel Time Hrs.
- Prevailing Wage Labor Hrs.
- Injection Grout Material

All costs for sealing leaks were individually tracked on a daily basis.

For additional questions or concerns, I welcome your call.

Doug Troyer
Owner
Cell: 541-990-2791

541.990.2791

1901 Strawberry Ln.
Lebanon, Or. 97355

info@undergroundtech.net

WWW.UNDERGROUNDTECH.NET

CHANGE CONTROL FORM

Owner: RUSA		Project: Hooker Road Sewer Project	
Contractor: Cradar Enterprises Inc.		Date: 3/9/2022	CC# 04
Originator: <input type="checkbox"/> Owner <input type="checkbox"/> RPR <input type="checkbox"/> Engineer <input checked="" type="checkbox"/> Contractor			
This Document is a: <input type="checkbox"/> Request for Proposal <input type="checkbox"/> Work Change Directive <input type="checkbox"/> Field Order <input checked="" type="checkbox"/> Contractor Requested Change <input type="checkbox"/> Claim			
Description of Change			
Underground Tech was hired to complete the manhole rehabilitation after the initial subcontractor withdrew from their contract because they could not meet the contract specifications. This caused the manhole rehabilitation to take place in January instead of the summer months when ground water is low. The contractor is siting addition time and materials due to the wet weather conditions as the reason for the additional cost. See attached letter from Unground Tech.			
Request for Proposal/Contractor Requested Change/Claim			
We propose to perform the Work or make the Claim described above for the following change in Contract Cost and Contract +Times:			
Additional Bid Item 26-Differing MH rehab site condition	Cost	Time (Days)	
Add / Deduct (Circle One)	13,050	0	
Proposed by: Contractor		Date: 3/2/2022	
Engineer Signature <input checked="" type="checkbox"/> Recommends Acceptance <input type="checkbox"/> Recommends Rejection		Date 3/8/2022	
Owner Signature <input checked="" type="checkbox"/> Accepts Proposal <input type="checkbox"/> Rejects Proposal		Date: 3/8/2022	
Work Change Directive			
You are directed to proceed to make the changes to the Work described in this Work Change Directive. Any change in Contract Price or Contract Time will be determined in accordance with the General Conditions.			
Recommended by Engineer:		Date: 3/9/2022	
Authorized by Owner: Ryon Kershner		Date: 3/9/2022	
Accepted by Contractor: <i>[Signature]</i> for Cradar		Date: 3-9-2022	
Field Order			
This Field Order issued in accordance with the General Conditions for minor changes in the Work without changes in the Contract Price or Contract Time. If you consider that a change in Contract Price or Contract Times is required, notify the Resident Project Representative immediately and before proceeding with the Work.			
Directed by RPR:		Date:	
Accepted by Contractor:		Date:	

March 9, 2022

Mr. Ryon Kershner
Roseburg Urban Sanitary Authority
1297 NE Grandview Drive
Roseburg, Oregon 97470

Re: Hooker Road Sewer Project
Application for Payment, Pay Estimate #7 (November 2021)

Dear Mr. Kershner,

Leeway Engineering (Leeway) has received and reviewed Pay Estimate #7 for Work performed through February 2022 on the above referenced construction project. As Engineer of Record for the above reference project, and relying on data provided by the inspection conducted by Roseburg Urban Sanitary Authority inspectors, Leeway has reviewed the data comprising this Application for Payment from Cradar Enterprises, Inc. and attests that to the best of our knowledge, information, and belief, the Work has progressed as indicated, and the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to the payment Amount requested.

Release of retainage is contingent on the successful passing of all tests as required per the Contract Documents, including but not limited to, manhole vacuum tests, new sewer air and mandrel tests, and post-installation closed-circuit television inspection.

Sincerely,



Leeway Engineering Solutions, LLC
Robert Lee, PE, PMP
Principal Engineer / Owner

Attachments: Pay Application #7 (March 3, 2022)

cc: Jim Baird, Roseburg Urban Sanitary Authority

TO: RUSA 1297 NE Grandview Drive Roseburg, OR 97470				Pay Estimate #7				Contractor Name Cradar Enterprises, Inc.				
ATTN: Ryon Kershner, RUSA Greg O'Niel, RUSA				CONTRACTOR EARNED ESTIMATE				PROJECT: Hooker Road Sewer Project				
								DATE: March 3, 2022				
								WORK TO 12/1/2021 thru 2/28/2022				
								ESTIMATE NO. 7				
								VENDOR NO:				
ITEM	DESCRIPTION	UNITS	QTY	UNIT PRICE	TOTAL CONT.	PREVIOUS QTY	PREVIOUS AMOUNT	PRESENT QTY	PRESENT AMOUNT	TOTAL QTY	TOTAL AMOUNT	BALANCE TO COMPLETE
Hooker Road Sewer Project												
1	Mobilization/Demobilization/OH&P	LS	1	\$ 292,194.00	\$ 292,194.00	0.90	\$ 262,974.60	0.05	\$ 14,609.70	0.95	\$ 277,584.30	\$ 14,609.70
2	Traffic Control	LS	1	\$ 35,000.00	\$ 35,000.00	0.75	\$ 26,250.00	0.15	\$ 5,250.00	0.90	\$ 31,500.00	\$ 3,500.00
3	Erosion Control	LS	1	\$ 5,000.00	\$ 5,000.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	\$ 5,000.00
4	One Piece Main and Lateral Liner, 0-12 Feet	Each	26	\$ 4,750.00	\$ 123,500.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	\$ 123,500.00
5	One Piece Main and Lateral Liner, Additional Foot	LF	550	\$ 69.00	\$ 37,950.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	\$ 37,950.00
6	CIPP Liner, 6"	LF	299	\$ 37.00	\$ 11,063.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	\$ 11,063.00
7	CIPP Liner, 8"	LF	3,487	\$ 32.00	\$ 111,584.00	3487.00	\$ 111,584.00	0.00	\$ -	3487.00	\$ 111,584.00	\$ -
8	CIPP Liner, 18"	LF	2,354	\$ 90.00	\$ 211,860.00	2354.00	\$ 211,860.00	0.00	\$ -	2354.00	\$ 211,860.00	\$ -
9	Internal Lateral Reinstatement	Each	26	\$ 225.00	\$ 5,850.00	30.00	\$ 6,750.00	0.00	\$ -	30.00	\$ 6,750.00	\$ (900.00)
10	Service Line Video Inspection, Launch Camera	Each	3	\$ 250.00	\$ 750.00	3.00	\$ 750.00	0.00	\$ -	3.00	\$ 750.00	\$ -
11	Private Individual Pumping Station	Each	4	\$ 17,500.00	\$ 70,000.00	4.00	\$ 70,000.00	0.00	\$ -	4.00	\$ 70,000.00	\$ -
11.1	Optional Remote Monitoring System	Each	4	\$ 3,000.00	\$ 12,000.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	\$ 12,000.00
12	2" Pressure Sewer	LF	351	\$ 35.00	\$ 12,285.00	474.00	\$ 16,590.00	0.00	\$ -	474.00	\$ 16,590.00	\$ (4,305.00)
13	4" PVC Pipe, 4-10 Depth	LF	1,953	\$ 57.00	\$ 111,321.00	1785.00	\$ 101,745.00	0.00	\$ -	1785.00	\$ 101,745.00	\$ 9,576.00
14	8" PVC Pipe, 4-10 Depth	LF	986	\$ 82.00	\$ 80,852.00	1120.00	\$ 91,840.00	0.00	\$ -	1120.00	\$ 91,840.00	\$ (10,988.00)
15	Pipe Tees, 4"x8" or 6"x8"	Each	15	\$ 500.00	\$ 7,500.00	15.00	\$ 7,500.00	0.00	\$ -	15.00	\$ 7,500.00	\$ -
16	Existing Service Line Reconnections to Main or MH	Each	28	\$ 1,500.00	\$ 42,000.00	9.00	\$ 13,500.00	0.00	\$ -	9.00	\$ 13,500.00	\$ 28,500.00
17	Cleanout over Existing Lateral	Each	56	\$ 1,500.00	\$ 84,000.00	54.00	\$ 81,000.00	0.00	\$ -	54.00	\$ 81,000.00	\$ 3,000.00
18	48" Manholes	Each	7	\$ 5,200.00	\$ 36,400.00	7.00	\$ 36,400.00	0.00	\$ -	7.00	\$ 36,400.00	\$ -
19	60" Manholes	Each	1	\$ 6,500.00	\$ 6,500.00	1.00	\$ 6,500.00	0.00	\$ -	1.00	\$ 6,500.00	\$ -
20	Filling Abandoned Structures	LS	1	\$ 20,000.00	\$ 20,000.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	\$ 20,000.00
21	Sewer Bypassing	LS	1	\$ 135,500.00	\$ 135,500.00	0.85	\$ 115,175.00	0.15	\$ 20,325.00	1.00	\$ 135,500.00	\$ -
22A	60" Manhole Rehabilitation	Each	18	\$ 6,850.00	\$ 123,300.00	0.00	\$ -	17.00	\$ 116,450.00	17.00	\$ 116,450.00	\$ 6,850.00
22B	48" Manhole Rehabilitation	Each	11	\$ 4,500.00	\$ 49,500.00	0.00	\$ -	11.00	\$ 49,500.00	11.00	\$ 49,500.00	\$ -
23	Trench Resurfacing	SY	1,139	\$ 40.00	\$ 45,560.00	899.00	\$ 35,960.00	0.00	\$ -	899.00	\$ 35,960.00	\$ 9,600.00
24	3/4" Aggregate Base	Ton	2,453	\$ 21.00	\$ 51,513.00	4336.31	\$ 91,062.51	0.00	\$ -	4336.31	\$ 91,062.51	\$ (39,549.51)
25	Landscape Restoration	LS	1	\$ 10,500.00	\$ 10,500.00	0.80	\$ 8,400.00	0.10	\$ 1,050.00	0.90	\$ 9,450.00	\$ 1,050.00
Approved Change Orders / Extra Work												
1	CO#1 (Realignment/Engineering C-8)	LS	1	\$ 10,480.00	\$ 10,480.00	1.00	\$ 10,480.00	0.00	\$ -	1.00	\$ 10,480.00	\$ -
2	CO#2 (Willamette Graystone Transformer)	LS	1	\$ 1,521.00	\$ 1,521.00	1.00	\$ 1,521.00	0.00	\$ -	1.00	\$ 1,521.00	\$ -
3	CO#3 (STS for Ponding at Willamette Graystone)	LS	1	\$ 5,550.00	\$ 5,550.00			1.00	\$ 5,550.00	1.00	\$ 5,550.00	
4	CO#4 (Manhole Rehab Adjustment)	LS	1	\$ 13,050.00	\$ 13,050.00			1.00	\$ 13,050.00	1.00	\$ 13,050.00	
TOTAL CHANGE ORDERS					\$ 30,601.00		\$ 12,001.00		\$ 18,600.00		\$ 30,601.00	\$ -
ORIGINAL CONTRACT					\$ 1,733,482.00							
CURRENT CONTRACT					\$ 1,764,083.00							
TOTAL PREVIOUS PERIOD						\$ 1,307,842.11						
TOTAL THIS PERIOD								\$ 225,784.70				
TOTAL WORK TO DATE										\$ 1,533,626.81		\$ (230,456.19)
LESS RETAINAGE						5%	\$ 65,392.11	5%	\$ 11,289.24	5%	\$ 76,681.34	
SUBTOTAL						\$ 1,242,450.00		\$ 214,495.46		\$ 1,456,945.47		
LESS: PREVIOUS PAYMENTS										\$ 1,242,450.00		
AMOUNT DUE THIS PERIOD										\$ 214,495.46		

RESOLUTION 22-01

A RESOLUTION ADOPTING A BUDGET POLICY TO ESTABLISH A METHODOLOGY FOR A “RESERVED FOR FUTURE EXPENDITURE” LINE ITEM IN THE GENERAL FUND

RECITAL:

Oregon Revised Statutes (ORS) 294.305 to 294.565 define Oregon Local Budget Law. Oregon Local Budget Law allows for an amount identified as, “**reserved for future expenditure**” to be included in a fund. A reserved for future expenditure is a line item requirement which identifies funds to be “saved” for use in future fiscal years or in the declaration of an emergency situation. Oregon Revised Statutes (ORS) 294.481 provides the meaning of an “emergency situation”.

Roseburg Urban Sanitary Authority proposes to establish a budget policy to include a line item “reserved for future expenditures” in the General Fund Budget. The target amount of this line item will be 50% of the budgeted General Fund Expenditures less Capital Outlay plus Contingency. The primary reason for establishing this policy is to provide a source of funding for the Authority’s operations in the event of an emergency situation in the future.

The Authority will endeavor to support the ongoing operations with ongoing revenues but may use the reserves should the existing expenditures not meet the necessary expenditures in the case of an emergency. Transfers from the “reserved for future expenditures” line item will require Board action by way of a supplemental budget.

NOW, THEREFORE, BE IT RESOLVED BY THE ROSEBURG URBAN SANITARY AUTHORITY BOARD, that there be a Budget Policy to establish a methodology and maintain a line item in the budget for the General Fund “Reserved for Future Expenditure” and that the target budgeted amount for that line item be 50% of the Budgeted General Fund Expenditures less Capital Outlay plus Contingency.

THIS RESOLUTION IS ADOPTED BY THE ROSEBURG URBAN SANITARY AUTHORITY’S BOARD OF DIRECTORS THIS 13TH DAY OF APRIL, 2022.

ATTESTED:

Roseburg Urban Sanitary Authority

James V. Baird, General Manager

John Dunn, Board Chair

GENERAL MANAGERS REPORT

Date: 4/07/22

To: Roseburg Urban Sanitary Authority, Board of Directors

From: James V. Baird, General Manager

Re: General Managers Informational Report to the Board

Hooker Road Rehabilitation Project

The Contractor has completed all the work included in the contract. Staff has compiled a punch list of corrections that need to be completed. The contractor is working on the punch list items.

The contractor did not submit a pay estimate before the cutoff date.

New Chemical Feed Building

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

Storm Drain Isolation Project WWTP

We have entered into an agreement with i.e. Engineering to provide plans and specification to reroute all of the storm drain lines to the main influent sewer main. We feel that this is the best way to provide site control in the event of an emergency that overflows the treatment equipment within the plant. This will eliminate the chance of an overflow leaving the treatment plant site and flowing into the South Umpqua River.

Chadwick Street Sewer Rehabilitation

We have entered into an agreement with i.e. Engineering to provide contract document to install a short one block sewer main. There are four homes that are connected to a nonconforming community sewer system that was approved when that area was in the City's sanitary sewer system. The sewer line has been problematic over time. The installation of a sewer main on Chadwick Street and connecting the existing homes will correct this problem.

2022-23 Jacobs Contract for Plant Operation

In Amendment No. 13 to the Agreement for Wastewater Facilities Operations, Maintenance and Management Services signed on March 14th, 2018, Article 4.6 states "The Base Fee for the last year of this five-year period beginning in 2022 will be the same as the previous year with exception of changes to the scope of work."

Jacobs has requested some relief from this obligation due to the unprecedented increase in chemical costs that were not anticipated in 2018. Jacobs is proposing a total cost of \$1,601,227 which represents a cost increase of 2.9%. Jacobs has held to the 2023 estimated costs for all items except for chemicals.

Low-Income Housing Water Assistance Program

United Community Action Network has request RUSA to participate in the Low-Income Housing Water Assistance Program. This program will offer eligible households to apply for assistance to pay delinquent utility bills. This program was funded as part of the 2021 Consolidated Appropriations Act and the 2021 American Rescue Plan. To participate in this program RUSA would need to agree to refer customers to UCAN and release customer billing information for those customers that wish to participate in the program.

ROSEBURG URBAN SANITARY AUTHORITY

NEW DEVELOPMENTS AND PROJECTS

DEVELOPMENTS:

- Thyme Subdivision and sewer main extension– Sewer Mainline complete waiting on easements.
- Kenwood Tabor PUD- Construction has resumed, Sewer Main and Manhole Testing now complete.
- Sunshine Road Apartments and sewer main extension – work has been completed waiting on easements and testing.
- Ash Spring Apartments and sewer main extension – Sewer Work completed waiting on testing on easements.
- Back Nine Extension - Pipe and manholes installed. Waiting on Easements and TV inspection
- 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
- I&I Reduction Project – Manhole Rehabilitation, Winchester Basin
- Deer Creek sewer trunk line rehabilitation project – Phase I
- Replacement and Upgrade of pumps at Highland Pump Station
- Atlanta Street Main Extension
- Chadwick Mainline Extension

PROJECTS:

- Hooker Road Project – Project completion date February 20th, 2022.
- Chadwick sewer main extension.
- New Chemical Feed Building – WWTP
- New security fence – WWTP
- New security cameras – Administrative Office

ROSEBURG URBAN SANITARY AUTHORITY

MARCH 2022 STAFF REPORTS

COLLECTION DEPARTMENT:

- Completed 55 work orders.
- Completed CCTV and cleaning of 14,884 feet or 2.82 miles of mainline.
- Completed cleaning of 55,038 feet or 10.4 miles of mainline.
- Completed 84 manhole inspections.
- Completed 2 mainline service taps.
- Cleaned WWTF storm system.
- Completed rehabilitation of the Umpqua Dairy Manhole.
- Completed monthly trouble spot inspections.
- Completed annual maintenance on small engines and equipment.
- Completed 210 underground utility locate requests.
-

ENGINEERING DEPARTMENT:

- Issued 20 permits and 6 completed inspections.
- Hooker Road project has reached significant completion as of 4/5/2022.
- FOG Report:
 1. Dairy Queen needs pumped, management has scheduled pumping.
 2. Del Taco's new manager received training, they have been pumped.
 3. Sunset Tavern, good condition
 4. Log Cabin, good condition
 5. Sizzler, good condition
 6. Both KFC location were in good shape

FINANCE DEPARTMENT:

- Vacancy Credits: 9 were processed for a total of \$700.00 in March.
- Credit cards/eChecks: 1274 payments totaling \$74,211.95 or approximately 13.1% of monthly billing was collected in March. 111 payments were received by voice response system, 14 payments received at the counter and 1149 on-line.
- Automatic Payments: 2,119 customer accounts are signed up. Received \$94,433.26 or approximately 16.7% of monthly billing.



TO: Jim Baird, General Manager-RUSA
FROM: Jade Mecham, Project Manager-Jacobs
DATE: April 7, 2022
SUBJECT: March 2022 Monthly Report

OPERATIONAL ACTIVITIES

- We met all permit parameters this month.
- The treatment facility averaged 95% BOD removal (estimate) and 96% 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 March 2022, was 220,000 KWHRS with a total Effluent flow of 135.03 million gallons all of which went to the river at Outfall 001. The March 2021 electrical consumption was 214,000 with a total Effluent flow of 120.97 million gallons all of which went to the river at Outfall 001.
- The 1st Semi-annual samples were sent in for analysis and the results showed the plant operating within the limits for metals loading.
- The sludge trucks have been rotated through Pape for DOT annual maintenance work.

PRETREATMENT ACTIVITIES

The following pretreatment inspections were completed in March:

- *Mariachi Loco*: inspected the line with the camera and saw grease in the pipes, less further down.
- *Del Taco*: Follow up from February, grease interceptor is overflowing with FOG and pipe is plugged. RUSA did the follow up and the tank was pumped.
- *Gathering Grounds Coffee*: Their line was clear but also no flow.
- *Shari's Cafe*: Used the sludge judge and their system looked good, no issues.
- *Dutch Brothers' Coffee (Stephens Street)*: Used the camera on the line, saw lots of FOG. Talked to manager who will request a cleaning of the interceptor.

NATURAL TREATMENT SYSTEM (NTS)

- 20 six foot willow trees were planted to stabilize ground near the landslide area in zone 3H.

LIFT STATIONS

- Total Flow from all Lift Stations for the month – 43.3 Million Gallons
- Average Daily Flow from all Lift Stations per day – 1.54 Million Gallons

MAINTENANCE ACTIVITIES

- Repaired the sight tube for the #1 Bisulfite Tank.
- Replaced two yard hydrants for the W-3 water at the #2 Primary Clarifier.
- Installed forklift tubes on the underside of the Steam Cleaner.
- Repaired the sight glass tube for the #2 Bisulfite Tank.
- Replaced the clay valve with a slow closing solenoid valve on the #1 GBT.
- Replaced the clay valve with a slow closing solenoid valve on the #2 GBT.
- Replaced the broken handle for the W-3 hydrant on the #2 Primary Clarifier.
- Repaired the #2 WAS VFD.
- Replaced the Controller head for the Primary Sampler.
- Replaced the water flow meter for the Dry Polymer system.
- Replaced the water flow meter for the Hot Water system.
- Replaced the solenoid valve and pressure switch for the Boiler water make up system.

Capital Repairs / Upgrades

- Had a new firebox made and installed for the #1 Boiler.

Safety Repairs / Upgrades

- Installed light switch at the top of the stairs for the Sludge Loading Room.
- Installed a machine guard on the Polymer Feed pump for the Screw Press.

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.
- 111 permit tests were completed during the month.
- On 3/2/22 collected last set of Storm Water samples.
- On 3/10/22, lab water samples were collected and shipped to NRC for testing.
- On 3/7, 3/8, and 3/9/22 we collected Semi Annual metals and Cyanide. Shipped to NRC on 3/10/22.
- 3/31/22 received Eureka probe back from being repaired.

BIOSOLIDS

- Dewatered biosolids continue to be stored.
- The UTV's have been sent in for the annual maintenance.
- We had another digester cleaner service visit the plant in preparation to submit a quote.

UPCOMING EVENTS:

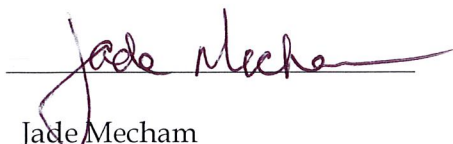
OPERATIONS/NTS

- Working on digester #2 bid quotes for cleaning.

MAINTENANCE

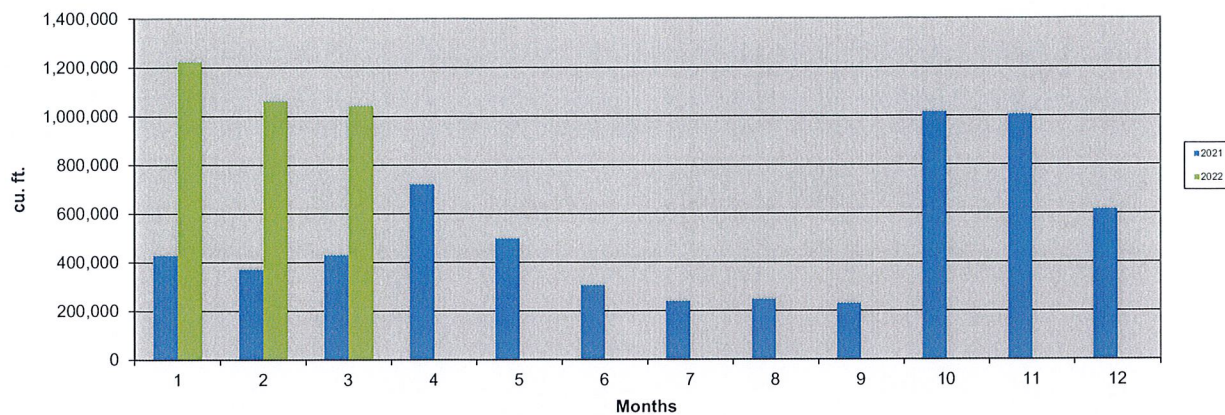
- Install automatic grease system to the Biofilter Tower.
- Repair the discharge pipe for the #3 Influent pump.
- Install a vibrator for the dry polymer hopper.

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

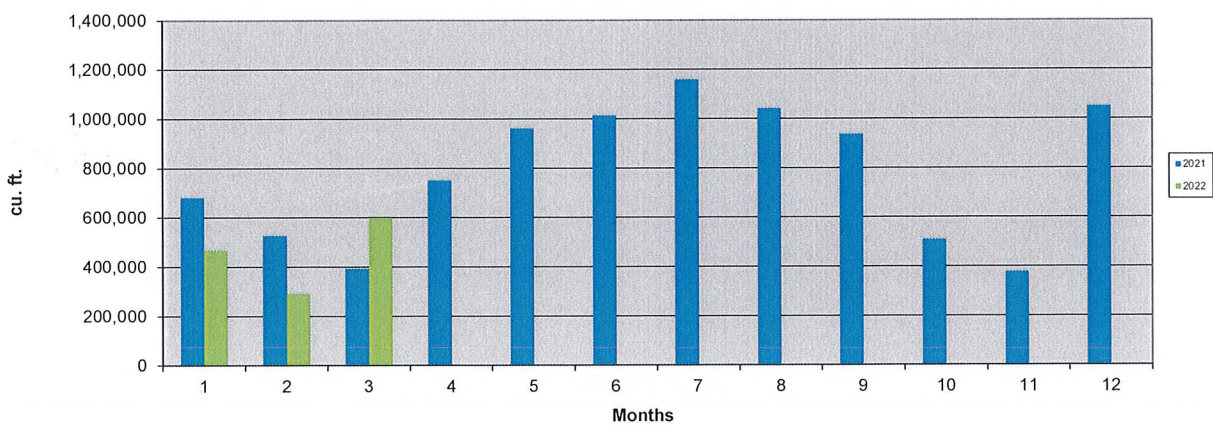
A handwritten signature in dark ink, reading "Jade Mecham", is written over a horizontal line.

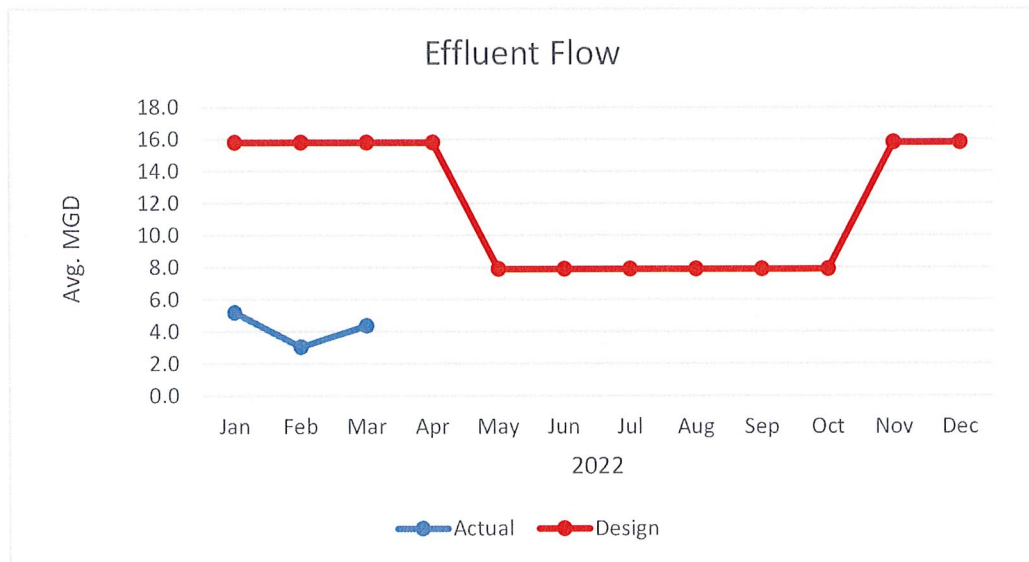
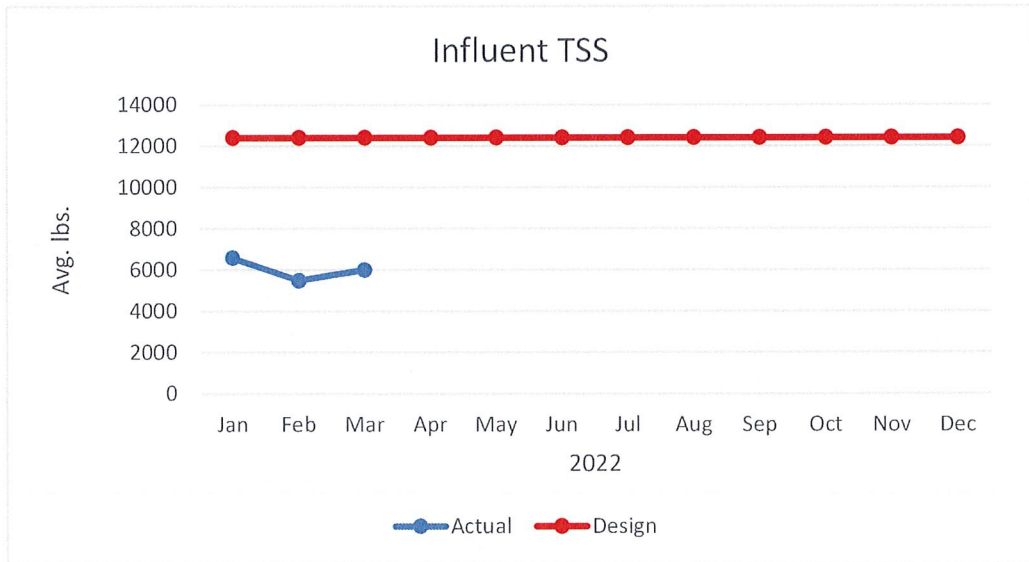
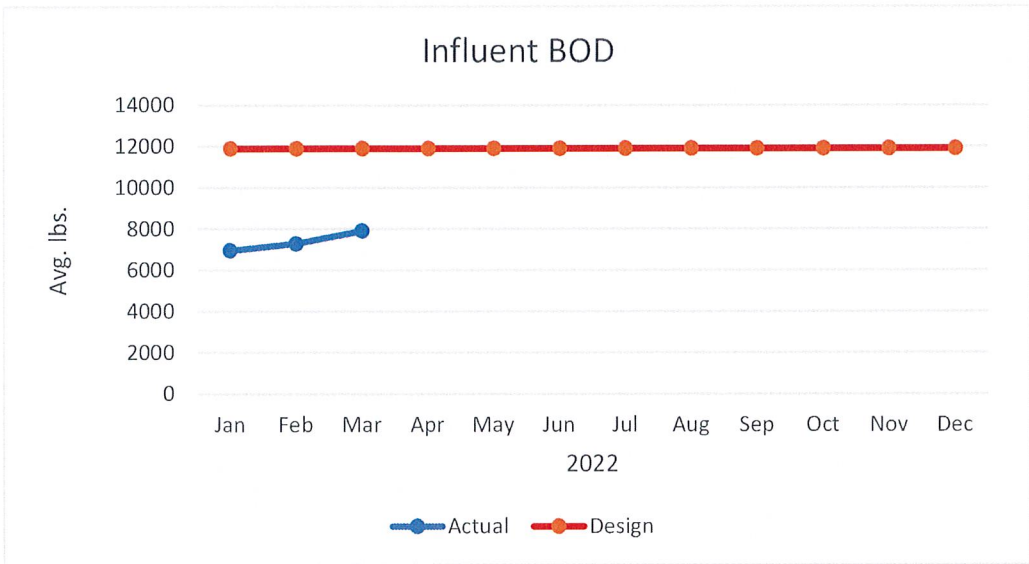
Jade Mecham
Project Manager

BOILER GAS USAGE



FLARE GAS USAGE





12 MONTH MOVING AVERAGES

Month/Year	Plnt Inf Q Average MGD	Plnt Inf Average lbs/day CBOD /BOD	Plnt Inf Average lbs/day TSS
Mar-21	3.91	7609	5760
Apr-21	3.07	6708	4550
May-21	2.79	5551	4735
Jun-21	3.01	5334	4837
Jul-21	2.81	4741	4362
Aug-21	2.72	4356	4254
Sep-21	2.97	4451	4126
Oct-21	3.24	5795	5301
Nov-21	3.58	7231	5331
Dec-21	5.63	7882	6154
Jan-22	5.19	6944	6572
Feb-22	3.04	7278	5474
Mar-22	4.36	7897	5993
SUM	46.32	81777	67449
AVE	3.56	6291	5188
MAX	5.63	7897	6572
MIN	2.72	4356	4126

CASH DISBURSEMENT RECAP BOARD MEETING APRIL 13, 2022

Cash Disbursements Since the Last Board Meeting

All Funds:

Total of Prepaid Checks & ACH Transactions	119,625.35
Total of Regular Checks & ACH Transactions	<u>258,148.46</u>

Total Expenditures (not including Payroll)	<u><u>377,773.81</u></u>
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Payroll:

Net Payroll - March 31, 2022	71,258.29
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All Checks & ACH Transactions since the Board Meeting of March 9, 2022	<u><u>449,032.10</u></u>
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Accounts Payable

Checks by Date - Detail by Check Date

User: christine
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Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	ASIFLEX A000325822028sF	ASIFlex FSA Fees-February	03/10/2022	41.25
Total for this ACH Check for Vendor ASIFLEX:				41.25
Total for 3/10/2022:				41.25
ACH	02669	PERS Deposit	03/11/2022	
	FEB 22 PR	PR Batch 00001.02.2022 PERS - Not W/Held	PR Batch 00001.02.2022 PER	9,369.79
	FEB 22 PR	PR Batch 00001.02.2022 PERS Pick-Up	PR Batch 00001.02.2022 PER	906.24
	FEB 22 PR	PR Batch 00001.02.2022 PERS W/Held	PR Batch 00001.02.2022 PER	4,516.12
	FEB 22 PR	PR Batch 00001.02.2022 OPSRP-Not W/Held	PR Batch 00001.02.2022 OPS	8,278.08
Total for this ACH Check for Vendor 02669:				23,070.23
Total for 3/11/2022:				23,070.23
ACH	ASIFLEX March 22 PR	ASIFlex PR Batch 00001.03.2022 Flexible Spending Acco	03/31/2022 PR Batch 00001.03.2022 Flex	1,111.51
Total for this ACH Check for Vendor ASIFLEX:				1,111.51
ACH	DNB	Internal Revenue Service	03/31/2022	
	March 22 PR	PR Batch 00001.03.2022 Federal Income Tax	PR Batch 00001.03.2022 Fed	8,147.63
	March 22 PR	PR Batch 00001.03.2022 Medicare - Employer	PR Batch 00001.03.2022 Med	1,518.05
	March 22 PR	PR Batch 00001.03.2022 Medicare - Employee	PR Batch 00001.03.2022 Med	1,518.05
	March 22 PR	PR Batch 00001.03.2022 FICA - Employer	PR Batch 00001.03.2022 FIC	6,490.85
	March 22 PR	PR Batch 00001.03.2022 FICA - Employee	PR Batch 00001.03.2022 FIC	6,490.85
Total for this ACH Check for Vendor DNB:				24,165.43
ACH	OR-Rev March 22 PR	Oregon Dept. of Revenue PR Batch 00001.03.2022 Oregon W/Held	03/31/2022 PR Batch 00001.03.2022 Oreg	5,871.43
Total for this ACH Check for Vendor OR-Rev:				5,871.43
ACH	CENTURY March 22 Fx/Alm March 22 NTS	CenturyLink Analog phone line for fax, alarm Analog phone line for NTS Gate	03/31/2022	134.47 58.68
Total for this ACH Check for Vendor CENTURY:				193.15
50776	CIS INS	CIS Trust	03/31/2022	
	March 22 PR	PR Batch 00001.03.2022 Trauma	PR Batch 00001.03.2022 Trau	35.00
	March 22 PR	PR Batch 00001.03.2022 Medical Ins w/RX	PR Batch 00001.03.2022 Med	27,379.85
	March 22 PR	PR Batch 00001.03.2022 CCIS Insurance Long-	PR Batch 00001.03.2022 CCI	150.40
	March 22 PR	PR Batch 00001.03.2022 Life Insurance - Spous	PR Batch 00001.03.2022 Life	163.43
	March 22 PR	PR Batch 00001.03.2022 Life Insurance - er	PR Batch 00001.03.2022 Life	94.82

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	March 22 PR	PR Batch 00001.03.2022 Accident Insurance	PR Batch 00001.03.2022 Acc	134.46
	March 22 PR	PR Batch 00001.03.2022 CCIS Insurance AD&I	PR Batch 00001.03.2022 CCI	16.00
	March 22 PR	PR Batch 00001.03.2022 Critical Illness Insuran	PR Batch 00001.03.2022 Crite	54.00
	March 22 PR	PR Batch 00001.03.2022 Dental & Vision	PR Batch 00001.03.2022 Den	2,626.57
	March 22 PR	PR Batch 00001.03.2022 Voluntary Dependent L	PR Batch 00001.03.2022 Volu	29.26
	March 22 PR	PR Batch 00001.03.2022 Hospital Indemnity	PR Batch 00001.03.2022 Hos	96.50
	March 22 PR	PR Batch 00001.03.2022 Identity Protection	PR Batch 00001.03.2022 Iden	99.70
	March 22 PR	PR Batch 00001.03.2022 Voluntary Life Insuran	PR Batch 00001.03.2022 Volu	360.21
	March 22 PR	PR Batch 00001.03.2022 Short-Term Disability	PR Batch 00001.03.2022 Sho	135.17
Total for Check Number 50776:				31,375.37
50777	PEBSCO March 22 PR	Nationwide Retirement Solutions PR Batch 00001.03.2022 Nationwide-Deferred C	03/31/2022 PR Batch 00001.03.2022 Nati	5,075.00
Total for Check Number 50777:				5,075.00
50778	SHRED-IT 8001182546	Stericycle, Inc. Shred Services	03/31/2022	78.14
Total for Check Number 50778:				78.14
50779	USPS March 2022	US Postal Service Postage to mail April utility bills	03/31/2022	2,907.13
Total for Check Number 50779:				2,907.13
50780	VERIZON 9901832582	Verizon Wireless Wireless phone services	03/31/2022	650.08
Total for Check Number 50780:				650.08
Total for 3/31/2022:				71,427.24
ACH	ASIFLEX A00032582303BSq	ASIFlex FSA Admin Fees-March	04/10/2022	41.23
Total for this ACH Check for Vendor ASIFLEX:				41.23
Total for 4/10/2022:				41.23
ACH	02669 March 22 PR March 22 PR March 22 PR March 22 PR	PERS Deposit PR Batch 00001.03.2022 PERS W/Held PR Batch 00001.03.2022 PERS - Not W/Held PR Batch 00001.03.2022 PERS Pick-Up PR Batch 00001.03.2022 OPSRP-Not W/Held	04/12/2022 PR Batch 00001.03.2022 PER PR Batch 00001.03.2022 PER PR Batch 00001.03.2022 PER PR Batch 00001.03.2022 OPS	5,009.16 9,607.55 906.24 9,522.45
Total for this ACH Check for Vendor 02669:				25,045.40
Total for 4/12/2022:				25,045.40
Report Total (13 checks):				119,625.35

Accounts Payable

Checks by Date - Detail by Check Date

User: christine
Printed: 4/8/2022 3:18 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	STAPLES 3042120711 422	Staples Credit Plan Office supplies Business forms	04/13/2022	45.48 336.99
Total for this ACH Check for Vendor STAPLES:				382.47
50781	WP March 2022	Avista Utilities Natural gas service	04/13/2022	195.81
Total for Check Number 50781:				195.81
50782	BANNERMC	BANNER BANK	04/13/2022	
	AB 030222	Fred Meyer - Cleaning brush for Winchester air		5.49
	AB 030822	DC Co-op - Herbicides		244.98
	AB 030922	Garden Valley Fast Break - Propane		28.19
	AB 032522a	Oregon Tool - Digging bar replacement for B6		49.95
	AB 032522b	Harbor Freight - Hose end repair kit		1.79
	BK 030922	Harbor Freight - Rope		6.49
	BK 031522	Kowloons - UBOS lunch - AB, KB, BK, DEV, T		130.20
	CM 031822	OR Society CPA's - Dues FYE 23		335.00
	DF 030122	Amazon - Network patch cords for stock		27.49
	DF 030222	Amazon - Replacement surveillance cam for front		130.99
	DF 031622	Zoom - Electronic meeting software		93.99
	DF 032922	Amazon - 2 routers for pump stations - Loma Vie		234.98
	HW 030122	Paypal - Roseburg Chamber Dinner		440.00
	HW 030922	Safeway - Board meeting snacks		18.07
	HW 032222	Roseburg Chamber - Chamber Dinner Wine		60.00
	JB 030422a	Fred Meyer - Batteries, terminal cleaning supplie		21.16
	JB 030422b	Fred Meyer - Batteries		7.99
	JB 031822	Henry's Bakery - Staff team building		32.96
	JB 032822	ENR - Subscription		108.00
	JJB 022722	Gaylord Palms - Lucity Conference Hotel Room		273.66
	JJB 030822	Lowes - Rubber gloves		26.98
	JJB 032722	City Cab of Orlando - Taxi to hotel		52.00
	JJB 032922	Uber Eats - Delivery tip, food refunded		4.00
	JJB 033022	Gaylord Palms - Resort fess/taxes		31.80
	KB 031322	Panda Express - Crew lunch - Umpqua Dairy by		30.70
	KB 031322 reb	Panda Express Rebate		-1.23
	NS 032822	Lowes - Weed eater wire spool		15.88
	RC 032322	Staples - Printer cartridge for crew room printer		89.99
	RC 032822	Coastal - Work pants and boots		306.33
	RK 031022	Douglas County Clerk - Subscription for deed lo		360.00
	RK 031022 fee	Douglas County Clerk Gov Teller credit card fee		8.96
	RK 031822	Amazon - Boot insoles		57.92
	SL 030122	WEF - Disaster & Emergency planning manual		200.99
	SL 031422	Grainger - Pallet racking		2,627.77
	SL 031822	Dept of Labor - Hire Vets Award application		90.00
Total for Check Number 50782:				6,153.47

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
50783	BHEC CL05330 CL05695	Bassett-Hyland Energy Company Fuel usage 3/1 - 3/15 Fuel usage 3/16 - 3/31	04/13/2022	1,515.80 1,497.10
Total for Check Number 50783:				3,012.90
50784	BATT PLU P49722968	Batteries Plus #208 Replacement batteries for UPS for backup servie	04/13/2022	270.48
Total for Check Number 50784:				270.48
50785	Chytka 144832	Chytka Pest Control LLC Pest control-April	04/13/2022	40.00
Total for Check Number 50785:				40.00
50786	WATER INV15292 Mar 2022	City of Roseburg Bulk water - March Water service - Admin	04/13/2022	139.79 217.94
Total for Check Number 50786:				357.73
50787	DRAUTO 012627 013251 013442 014767 017193	D & R Auto & Truck Supply Corp DEF fluid Lube Car wash brush handles Vehicle touch up paint DEF fluid	04/13/2022	74.95 7.29 20.68 11.29 59.96
Total for Check Number 50787:				174.17
50788	DCCO-OP 988401	Douglas County Farmers' Co-op 40-Bentonite Holeplug #50 bag-NTS Berms	04/13/2022	368.76
Total for Check Number 50788:				368.76
50789	DFN April 2022 Adm April 2022 LV April 22 Bourb April 22 High April 22 Host April 22 Keady April 22 NBank April 22 NTS April 22 Phone April 22 Wilb1 April 22 Wilb2 April 22 Winch	Douglas Fast Net Internet Services-Admin Internet Serv & Install-Loma Vista LS Internet Services-Bourbon St Internet Services-Highland PS Admin Hosting Internet Services-Keady Ct Internet Services-No. Bank PS Internet Services-NTS Phones/Security Cams Internet Services-Wilbur 1 PS Internet Services-Wilbur 2 PS Internet Services-Winchester P	04/13/2022 Service: 14806 Service: 14806 Service: 205697 Service: 105797 Service: 106289 Service: 105793 Service: 145049 Service: 141784 Service: 105796 Service: 105794 Service: 105795	213.49 322.72 97.60 74.91 10.28 74.91 71.91 71.79 98.01 71.91 71.91 71.91
Total for Check Number 50789:				1,251.35
50790	FASTENAL ORROS223183a ORROS223183b	Fastenal Company Gloves Locate paint	04/13/2022	209.92 239.70
Total for Check Number 50790:				449.62
50791	GENEQ 79822	General Equipment Company 2 - Tiger tails & leader hoses for B6	04/13/2022	407.10

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 50791:	407.10
50792	GRAPHDIM 3755	Graphic Dimensions, Inc. Cut bills to mailing size	04/13/2022	37.40
			Total for Check Number 50792:	37.40
50793	HUBER CD10022734	Huber Technology Washer Compactor - Rebuild	04/13/2022	11,082.36
			Total for Check Number 50793:	11,082.36
50794	isource	Industrial Source Power Mig Welder and Spool Gun	04/13/2022	5,216.14
			Total for Check Number 50794:	5,216.14
50795	Jacobs 351289-054 351289-NT12	Jacobs Engineering Group Inc Professional Services per agreement Out of Scope services/additional services monito	04/13/2022	129,684.00 9,705.48
			Total for Check Number 50795:	139,389.48
50796	LYOUNG 76600128173	Lauren Young Tire Tires 5YD Dump	04/13/2022	2,362.96
			Total for Check Number 50796:	2,362.96
50797	Lithia 385933 386811	Lithia Motors Support Services Diagnostic Test & Oil change-TV van Diagnostic Test-TV van	04/13/2022	377.91 251.00
			Total for Check Number 50797:	628.91
50798	LOWES 902019 902029	Lowes Cold mix Nitrate gloves	04/13/2022	136.68 23.17
			Total for Check Number 50798:	159.85
50799	MSTRCR 12930-J	MasterCare Cleaning Co Inc Janitorial Services-March	04/13/2022	390.00
			Total for Check Number 50799:	390.00
50800	MISSCOMM 1062905a 1062905b	Mission Communications LLC Lift station monitoring 4/1/22-6/30/22 Lift station monitoring 7/1/22-3/31/23	04/13/2022	1,356.00 4,068.00
			Total for Check Number 50800:	5,424.00
50801	Mursmi 19-2728.00-17	Murraysmith, Inc. Engineering Services-Hooker Rd	04/13/2022	1,477.47
			Total for Check Number 50801:	1,477.47
50802	LGL 13146	Northwest Local Government Legal Adviso Legal services - March	04/13/2022	825.00
			Total for Check Number 50802:	825.00
50803	1CALL	One Call Concepts, Inc.	04/13/2022	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	2031086	Locate tickets-March		78.80
			Total for Check Number 50803:	78.80
50804	OR-LIN	Oregon Linen, Inc.	04/13/2022	
	766120	Laundry services		62.25
	773537	Laundry services		43.17
	779227	Laundry services		62.25
			Total for Check Number 50804:	167.67
50805	PPL	Pacific Power	04/13/2022	
	March22 140G	Power Usage-140 LM-NTS Gate		19.52
	March22 411LM	Usage-411 LM-Storage Bldg		100.85
	March22 425LM	Power Usage-425 Long Meadow		10.73
	March22 Admin	Power Usage-Admin Bldg		442.19
	March22 BC	Contract-310 Bourbon St PS		66.90
	March22 BU	Power Usage-310 Bourbon St PS		70.41
	March22 High	Power Usage-Highland PS		1,046.00
	March22 Keady	Contract Min&Usage-Keady Ct PS		80.06
	March22 LV	Power Usage-Loma Vista PS		78.17
	March22 NBank	Power Usage-North Bank PS		110.64
	March22 NTS	Contract/Power Usage-NTS PS		1,822.29
	March22 SBank	Power Usage-South Bank PS		1,316.14
	March22 Wilb1	Power Usage-Wilbur 1 PS		140.57
	March22 Wilb2	Power Usage-Wilbur 2 PS		149.67
	March22 WWTP1	Power Usage-WWTP 1		16,260.86
	March22 WWTP2	Power Usage-WWTP 2		27.86
			Total for Check Number 50805:	21,742.86
50806	PLATT2	Platt Electric Supply	04/13/2022	
	2019039	Patch cord for darktrace		23.32
			Total for Check Number 50806:	23.32
50807	Premium	Premium Landscape, Inc.	04/13/2022	
	24703	Landscaping services - March		180.25
			Total for Check Number 50807:	180.25
50808	SAFEDIR	Safety Directions, LLC	04/13/2022	
	10338	Asbestos Recertification course - Steve Lusch		272.25
			Total for Check Number 50808:	272.25
50809	SIERRASP	Sierra Springs	04/13/2022	
	21794341 040222	Bottle water service		76.45
			Total for Check Number 50809:	76.45
50810	STEELOUT	The Steel Outlet	04/13/2022	
	242202	Steel remnants for Blakely repair		27.00
			Total for Check Number 50810:	27.00
50811	Stratton	Stratton Brothers, Inc.	04/13/2022	
	2022-090	Pave DL Blvd manhole & LV trench		1,532.00
			Total for Check Number 50811:	1,532.00
50812	TEKMAN	TEKMANAGEMENT, INC.	04/13/2022	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	78131a	Microsoft 365/Visio (3)-7/1/22-2/28/23		1,056.36
	78131b	Microsoft 365/Visio (3)-3/1/22-6/30/22		528.18
	78131c	Microsoft 365-9 users-7/1/22-2/28/23		1,215.95
	78131d	Microsoft 365-9 users-3/1/22-6/30/22		607.97
	78131e	Microsoft 365-3 users-3/1/22-6/30/22		227.97
	78131f	Microsoft 365-3 users-7/1/22-2/28/23		456.00
	78455	DNS Filter (security)		40.00
	78455	Security awareness training		25.65
	78455	Encryption of laptops		57.75
	78455	Backup & Recovery Services		565.00
	78455	Server Maint & monitoring		1,459.75
				<hr/>
Total for Check Number 50812:				6,240.58
50813	TRITECH	TriTech Software Systems	04/13/2022	
	344031a	Lucity/Central Square Subscription		3,170.17
	344031b	Lucity/Central Square Subscription		15,850.90
				<hr/>
Total for Check Number 50813:				19,021.07
50814	UBWA	Umpqua Basin Water Association	04/13/2022	
	March 22 411LM	Water - 411 Long Meadows Ln		22.00
	March 22 606 LM	Water - 606 Long Meadows Ln		22.00
	March 22 Bourb	Water - 310 Bourbon St		22.00
				<hr/>
Total for Check Number 50814:				66.00
50815	UNDER	Underground Technologies LLC	04/13/2022	
	1167	Manhole Rehab-Umpqua Dairy		23,940.00
				<hr/>
Total for Check Number 50815:				23,940.00
50816	WESTERN	Western Burner Co.	04/13/2022	
	20222636	Burner Box - WWTP Boiler		4,210.00
				<hr/>
Total for Check Number 50816:				4,210.00
50817	WILLGRAY	Willamette Graystone, LLC	04/13/2022	
	24493408	2 EUCO AKKRO 7T 1 Gallon		97.66
	24581988	2 EUCO AKKRO 7T 1 Gallon & 6 speedcrete		415.12
				<hr/>
Total for Check Number 50817:				512.78
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Total for 4/13/2022:				258,148.46
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Report Total (38 checks):				258,148.46
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