

**REGULAR MEETING OF THE BOARD OF DIRECTORS
ROGUE VALLEY SEWER SERVICES
March 20, 2024**

TIME AND PLACE OF MEETING

The regular meeting of the Board of Directors of the Rogue Valley Sewer Services, Jackson County, Oregon, was held on March 20, 2024, at noon.

PLEDGE OF ALLEGIANCE

PRESENT

Kay Harrison, Chair; Mike Parsons, Vice-Chair; Roger Thom, Director; John Edwards, Director; John Quinn, Director

ALSO PRESENT

Carl Tappert, Manager; Brenda Baldovino, Finance Director; Carole Balzer, Network Administrator/Deputy Manager; Joan Pariani, Executive Secretary; Nick Bakke, District Engineer.

CONSENT AGENDA

John Edwards motioned, and Mike Parsons seconded approval of the consent agenda for the February 21, 2024 Board Meeting minutes. The motion was carried with a unanimous vote of all Board members.

IGA APPROVAL

Shane was RVSS' Building Official. In his absence, the City of Central Point has offered the use of their Building official. This intergovernmental agreement will allow RVSS to continue issuing permits under Building Official Derek Zwaggerman.

Roger Thom motioned, and John Edwards seconded approval of the IGA with the city of Central Point. The motion was carried with a unanimous vote of all Board members.

PROJECT UPDATES

Nick presented the Engineering updates report. The report is attached.

O&M UPDATES

Carl presented the updates for O&M. See attached

Also, the new backhoe has been delivered. The city of Shady Cove is interested in purchasing the surplus one. Carl's recommendation is to sell this to the city for \$20,000.

Mike Parsons motioned, and Roger Thom seconded approval of the sale of the surplus backhoe to the City of Shady Cove in the amount of \$20,000. The motion was carried with a unanimous vote of all Board members.

MANAGER'S REPORT

Carl updated the Board on staffing issues.

Funding for the Gold Hill intertie is still in the works, and everything is going well.

Updates on the Gold Hill are as follows:

- DEQ's intent is to grant RVSS a new MAO.
- Loan request with Business Oregon is still pending. Apparently, Gold Hill has not made their December Payment. Carl is working with them to get this straightened out.

- Gold Hill is still auditing its records to find missing funds.
- Carl is still working on the assumption of the rural development loan
- The USDA is still waiting for information on Gold Hill before they decide whether they will allow RVSS to assume the loan.

Budget assumptions were presented to the Board just to give them a heads-up before the proposed FY25 Budget

An Executive Session is already planned for the April Board meeting.

Carl asked the Board if they wanted to update the way the Board stipends are paid to members. The Board members agreed to keep the annual stipend at \$100 and not to deduct any costs from the Board dinner. Carl will write this into the policy for approval at next month's meeting.

Carl updated the Board on upgrading our Springbrook software to the Cloud. This will ultimately save money on bank/credit card fees.

CLAIMS LISTING

Mike Parsons motioned, and John Quinn seconded to approve the March Claims Listing in the amount of \$1,122,217.94. The motion was carried with a unanimous vote of all Board members.

ADJOURNMENT

There being no further business, the meeting adjourned at 1:16 p.m.

ROGUE VALLEY SEWER SERVICES



Kay Harrison, Chair
Board of Directors

Joan Pariani, Executive Secretary



ROGUE VALLEY
SEWER SERVICES
CLEAN WATER · HEALTHY COMMUNITIES

March 15, 2024

To: RVSS Board of Directors
From: Nick Bakke, District Engineer

Capital Project Updates

J084, Antelope Road Rehab, WC:

This is a large project and has been on the capital improvement plan for multiple years. The existing pipeline was constructed during the Camp White era in the 1940's and consists of concrete pipe ranging in size from 24" to 15" in diameter. This project has been re-bid with an overall scope of ±7,000 feet of 24" and 30" sewer main, associated manholes and lateral connections.

- **Status:** Re-Bid – Reduced Scope
- **Updates:** We've again received one bid from the same prime bidder (Central Pipeline, Inc) from our January bid. Discuss.

Submitted Bid: \$5.9 Million

Engineer's Estimate: \$5.53 Million

J250, Shady Cove Pump Station #2 Rehab, SC:

The pump station was installed in 1997 and is equipped with duplex 25 horsepower pumps and a separate wet well / dry well configuration which requires an operator to enter the dry well to access the pump controls. The existing pumps discharge into an 8" diameter force main which runs approximately 1,660 feet Northwest, crosses the Rogue River and connects to manhole #SC500184A on River St. The Station will be rehabbed with a new Flygt TOP fiberglass base, Flygt submersible pumps, variable frequency drives, valve vault and valves, and an electromagnetic flow meter. Construction is planned for this summer.

- **Status:** Design
- **Updates:** We've received comments from DEQ and are making the requested changes to the plans.

J309, ODOT Hwy 99 Rose St to Glenwood, PHX:

ODOT will be upgrading this street corridor, adding pedestrian facilities, and resurfacing the roadway. Impacts to our system include pipe/manhole relocations and grade adjustments.

- **Status:** KRM has won the bid for this project and is planning on beginning the roadway reconstruction shortly.

J344, Ashland PS #2 Force Main Replacement, TA

This project will replace the existing 4" and 6" PVC Class 160 force main with a new 6" C900 pipe. The existing 4" section of force main is hydraulically problematic and class 160 pipe is thin walled and notoriously brittle. Minor modifications will also be made to the existing station valves. We plan on our construction crew installing this pipe this winter.

- **Status:** Under construction

J359, FY 2024 CIPP Projects

This project will utilize Cured in Place Pipe technology to line approximately 4,200 LF existing 8" sewer in Jacksonville. CIPP technology will be utilized as an alternative to traditional trenching or pipe realignment where pipes are directly adjacent to or under existing mobile homes or other structures. Older pipes with root intrusion in high traffic roadways requiring long term traffic control are typical candidates for CIPP. We plan on bidding this project in February or March.

- **Status:** Under Construction

Q013, Cummins Stormwater Facility, Talent:

We have been working with the private property owner to construct a regional stormwater facility on the Cummins/Old Wal-Mart property in Talent. The property owner has agreed to donate the property to construct a regional facility which will provide stormwater management for a 50 acre drainage basin. RVSS will design and construct the facility. We've applied for Clean Water State Revolving Funds for this project.

- **Status:** Out for bid in March and award in April.
- **Updates:** We've received five bids for this project with Visar Construction submitting the lowest responsive bid of \$342,505.50. Attached bid tabulation.

Q015, Glenwood Stormwater Facility, PX:

We've been working with ODOT to design and construct a regional stormwater facility on Jackson County property in conjunction with the Hwy 99 (J309) improvements. This facility will provide the required stormwater management for highway improvements as well as the entire ±170 acre drainage basin. We anticipate that ODOT will construct the facility and RVSS will contribute funding and provide operation and maintenance of the facility over time.

- **Status:** KRM has won the bid for this project and will begin the roadway reconstruction shortly.

C012 & C013, SCADA & UV Disinfection, Shady Cove:

This project will upgrade the SC Treatment plant SCADA system and retrofit the existing Chlorine Gas disinfection facility with a new UV Disinfection system. We will issue an RFQ to obtain a consultant to administer these projects together. We've applied for Clean Water State Revolving Funds for this project.

- **Status - SCADA:** Control Systems Northwest (CSNW) is moving forward with installation.
- **Status – UV Disinfection:** The Equipment Pre-Selection process is complete. We received two bid proposals and Wedeco- Xylem Water Solutions USA, Inc. has been chosen to supply the equipment.



March 12, 2024

To: RVSS Board of Directors
From: Carl Tappert, Manager

RE: February Operations Report

Collection System Maintenance:

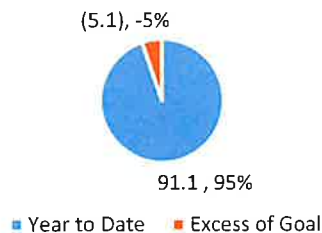
Flushing: In February our crews flushed 13.7 miles of pipe, bringing the total for the fiscal year to 115.4 miles. Our annual goal is 143.3 miles flushed

Flushing Progress - FY 2024



TV Inspection: In February our crews tv'ed 10.6 miles of pipe, bringing the total for fiscal year to 91.1 miles. Our annual goal is 86 miles tv'ed.

TV Inspection Progress - FY 2024



Pump Stations: No issues to report

Treatment Plant Maintenance:

Shady Cove Treatment Plant: No issues to report

Gold Hill Treatment Plant: Two of the four influent pumps have stopped working. Operators disassembled the pumps and could not find any cause for the failure so believed the problem could be inside the wetwell. We by-passed the influent pump station and pumped out all of the debris, then went inside the wetwell with a pressure hose to deep clean the wetwell.

While this did not correct any problems with the pumps we did discover and correct a problem with one of the suction hoses, so we now have 3 pumps working. A replacement for the fourth pump has been ordered.

White City Lagoons: The City of Medford has gotten it's permit modification that will allow us to take treated effluent into the lagoon. We will not be able to keep the lagoons full through the summer without diverting raw sewage from Dunn Pump Station.

We had a power surge that broke the neutral wire on our power feed and appears to have damaged several of the aerators. Pacific Power repaired the power feed and we are investigating whether or not we can make a claim against Pacific Power for the damaged equipment. In the meantime we will be upgrading the electric panels to better protect against any future power surges.

Building and Grounds:

The new HVAC upgrades in the main office is complete.

We had some damage to our monument sign on Vilas Road. Many of our letters are missing. I have arranged for A Better Sign to replace all of the letters with stud mounted aluminum letters that should be more durable than the previous plastic letters.

The infrastructure for bringing 3-phase power to the rear lot is in place. We are waiting for Pacific Power to pull the wires so we can complete the installation of the new vehicle charging stations.

Vehicles and Equipment:

We had a minor collision with one of our flusher trucks. The opposing driver ran a stop sign and hit the right rear fender on our truck. This is the same fender that got hit last summer. The opposing driver was cited. Damage to our truck was minor and has been repaired.

The new industrial loader has arrived and is in service at the lagoons

The new track loader has arrived and is in service at the Shady Cove Treatment Plant

The new TV van is still being equipped with the camera equipment. The expected delivery date is April, 2024

The new electric vehicles are scheduled to arrive in April

With the new loader at the Shady Cove Plant we will be surplusing the 1998 John Deere backhoe. We expect this to sell for between \$20,000 and \$30,000 at auction. The City of Shady Cove has expressed interest in purchasing this backhoe.

Section 3.05.080 10) a) i) of our Code allows us to transfer surplus property to other units of government without competition. I recommend that the Board approve the sale of this backhoe to Shady Cove at a price determined by the Board.

Staff Training:

All O&M staff have successfully completed their annual respirator fit test.

Brandon Thomson, our newest Treatment Plant Operator, has passed his commercial drivers test.