

**REGULAR MEETING OF BOARD OF DIRECTORS
ROGUE VALLEY SEWER SERVICES
December 20, 2017**

TIME AND PLACE OF MEETING

A regular meeting of the Board of Directors of the Rogue Valley Sewer Services, Jackson County, Oregon, was held at the Rogue Valley Sewer Services Office, 138 West Vilas Road, Central Point, Oregon December 20, 2017 at 7:00 a.m.

PLEDGE OF ALLEGIANCE

PRESENT

Bob Dunn, Chairman; Kay Harrison, Director; Wayne Brown, Director; Bill Stults Vice Chairman;
Absent: Jim Lewis, Director

ALSO PRESENT

Carl Tappert, Manager; Joan Pariani, Executive Secretary; Shane Macuk, Operations Manager
Nick Bakke, District Engineer; Brenda Baldovino, Finance Director;
Present by phone: Jennie Morgan, Stormwater Manager;

CONSENT AGENDA

Kay Harrison motioned and Wayne Brown seconded approval of the consent agenda consisting of Minutes of the November 15, 2017 Board Meeting. The motion carried with a unanimous vote of the all board members.

RESOLUTION 17-22: APPOINTMENT OF TERRY SACKETT TO THE BUDGET COMMITTEE

Terry Sackett's term was up for the Budget committee. Carl spoke with him and he would like to participate in the committee for the next term.

Bill Stults motioned and Wayne Brown seconded approval of Resolution 17-22. The motion carried with a unanimous vote of the all board members.

RESOLUTION 17-23: ADOPTION OF STORMWATER QUALITY DESIGN MANUAL

Jennie highlighted changes in the Stormwater Design Manual.

Bill Stults motioned and Wayne Brown seconded approval of Resolution 17-23. The motion carried with a unanimous vote of the all board members.

STORMWATER UPDATES

DEQ has released a new draft of the Phase II permit on November 27th. It will have a 60 notice period. This new draft still has many areas of concern.

The CIPP Wagner Creek has been put on hold. It should be put out to bid in the Spring.

FINANCE UPDATES

Mark Damon from KDP presented 2017 Audit. He gave the highest forms of assurance allowed by the State of Oregon.

Brenda presented the second quarter financials.

PROJECT UPDATES

J094 Sarah Lane Project: Should be starting after 01/18/2018.

J232 Lozier Lane Street Improvements: Still under construction.

J256 OR 62: Rogue River Drive to Cleveland Street: Complete and this project went smoothly.

J262 ODOT Hwy 62 Bypass: Final reimbursement has been received.

J272 OR99 Rapp Rd to North Main: Manholes needs to be retrofit. Have been waiting on Avista.

J274 Wilson Way Sewer Ext: Still under design.

J275 Breckenridge Drive Sewer Realignment (Phoenix): RVSS construction crew will be doing this sometime in the Spring.

J278, FY18 CIPP Projects: Focusing on Phoenix and Talent. This will bid in the Spring.

J289 East Pine Street: City of Central Point is replacing existing asbestos service laterals. Inspector Bron Johnson is on site tracking all equipment, materials and labor.

J290 C Street Sewer Relocation (Jacksonville): Construction crew is currently reconnecting all laterals on this project.

17-01 Table Rock Road sewer Ext: Knife River won the bid at 5.36 million. RVSS cost should be well under what is budgeted.

Director Kay Harrison leaves meeting @ 7:45

O&M UPDATES

Shane Macuk gave an update on maintenance operations for the previous month. A lot of time has been spent in Gold Hill trying to get them in compliance with DEQ.

MANAGER'S REPORT

Carl presented the review of the performance incentive. Carl will be working on a new plan for 2018 that will include management. He will present it at the January Board Meeting.

Carl is again exploring the use of solar power to run operations. Hopefully this can be funded by DEQ clean water state revolving loan fund and qualify for green infrastructure and get some loan forgiveness. Preston McGill from True South Solar was present at the meeting to answer any questions that the Board may have regarding Solar Power. This has not been budgeted in the current year's budget, although there are funds available. Carl asked the Board if they are interested in participating in Solar Power and when they would like to start this fiscal year or wait until next. Bill Stults asked what the payback time was on a project such as this. Carl responded that if solar panels were put on top of O&M, it was take about 11 years to pay itself back. The panels have 25 year warranty. Bob would like to table this proposal until the January meeting so that all directors are in attendance.

Based on data compiled over the past couple of months, the decision has been made to close the front office at 4:00 pm daily.

Carl reminded the Board of the SDAO conference in February.

The Board decided to schedule the SDAO best practices training for 7:00 pm on March 21, 2018

RVSS has been asked by RVCOG to participate in a pilot project for Shake Alert. This should give advanced warning in case of an earthquake.

Brenda has been asked to be presenter at GFOA Conference on budget preparing for special districts.

CLAIMS LISTING

Bill Stults motioned and Wayne Brown seconded to approve the Claims Listing of \$782,419.34. The motion carried with a unanimous vote of the remaining board members.

ADJOURNMENT TO EXECUTIVE SESSION

Board adjourned to executive session at 8:05 to conduct deliberations with persons designated to negotiate real property transactions. ORS 192.660(2)(e).

RETURN TO OPEN MEETING

The Board returned to open meeting at 8:23. Bill Stults motioned and Wayne Brown seconded to call the note on the property at 3915 South Pacific Hwy, Medford. The motion carried with a unanimous vote of the remaining board members.

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:25 a.m.

ROGUE VALLEY SEWER SERVICES



Bob Dunn, Chairman
Board of Directors



Joan Pariani, Executive Secretary