

**REGULAR MEETING OF BOARD OF DIRECTORS
ROGUE VALLEY SEWER SERVICES
April 18, 2018**

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 April 18, 2018 at 7:00 a.m.

PLEDGE OF ALLEGIANCE

INTERESTED CITIZENS

Preston McGill from True South Solar was present at the meeting.

PRESENT

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

ALSO PRESENT

Carl Tappert, Manager; Joan Pariani, Executive Secretary; Shane Macuk, Operations Manager
Nick Bakke, District Engineer; Brenda Baldovino, Finance Director; Jennie Morgan, Stormwater
Manager; Dan Hammond, Employee Liaison

CONSENT AGENDA

Bill Stults motioned and Wayne Brown seconded approval of the consent agenda consisting of Minutes of the March 21, 2018 Board Meeting and Special Meeting. The motion carried with a unanimous vote of the all board members.

PROJECT UPDATES

Nick updated the Board on current projects. See Engineer's report attached.

STORMWATER UPDATES

Jennie updated the Board on the actions of the Stormwater Program. See Stormwater Report attached.

O&M UPDATES

Shane Macuk gave an update on maintenance operations for the previous month. See O&M Report Attached.

MANAGER'S REPORT

Carl presented the evaluation done by Rob Mills of the Board Best Practices meeting. Rob was very impressed with the Board and wants everything to continue the same.

A request for insurance agent of record has been sent out. Results will be presented in May.

Carl prepared a draft agreement the RVSS would enter into with the city of Shady Cove in advance of an annexation.

Harbor Sanitary District has contacted Carl to help with training their employees. Carl, Shane and TJ will be going over to Harbor on Thursday to check this out.

Carl has been researching dual fuel vehicles (Propane/Gas). This has been budgeted for in the past, but has never come to fruition. Carl recommends that the light trucks be switched to dual fuel. The Board agreed.

Preston McGill gave an update on the Solar installation.

Kay Harrison leave the meeting @ 7:50.

Carl completed a rate analysis for the year. He is recommending a rate increase of 4.6% increase. That would make the base rate for residential billing at \$20.50 per month.

CLAIMS LISTING

Jim Lewis motioned and Wayne Brown seconded to approve the Claims Listing of \$702,471.72. The motion carried with a unanimous vote of the remaining board members.

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:05 a.m.

ROGUE VALLEY SEWER SERVICES



Bob Dunn, Chairman
Board of Directors



Joan Pariani, Executive Secretary



ROGUE VALLEY SEWER SERVICES

Location: 138 West Vilas Road, Central Point, OR - Mailing Address: P.O. Box 3130, Central Point, OR 7502-0005
Tel. (541) 664-6300, Fax (541) 664-7171 www.RVSS.us

April 16, 2018

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

Update on Current Work:

J094 Sarah Lane Sewer Extension (Eagle Point):

This project will replace ±550 feet of shallow asbestos and concrete sewer in poor condition as well as abandon a ±400 feet of 8 inch backyard sewer and one creek crossing. The new sewer will connect to the existing system at the future intersection of Sarah Lane and Buchanan Avenue.

- **Updates:** A Pre-Construction meeting will be scheduled shortly.
- **Status:** Construction

J232 Lozier Lane Street Improvements (Medford):

Jackson County and the City of Medford will be reconstructing Lozier Lane from West Main St to Stewart Ave. RVSS system relocations include:

- Sewer laterals found to be in conflict with proposed improvements.
- A short section of 8 inch main on Prune Street.

Work on the existing sewer system will be coordinated through an add work agreement with the City and will be completed under the Lozier Lane contract.

- **Updates:** Sewer laterals will continue to be relocated as needed.
- **Status:** Construction

J256, OR62 Rogue River Drive to Cleveland Street (Shady Cove):

This project includes sewer work associated with the Hwy 62 roadway and sidewalk improvements through Shady Cove. Work involves 14 manhole adjustments as well as one manhole abandonment and various lateral adjustments. Manhole adjustments will be completed via an add-work agreement with ODOT and the manhole abandonment will be completed by our crews.

- **Updates:** RVSS will continue to work with ODOT and the contractor to resolve any sewer conflicts.
- **Status:** Construction

J272, OR99 Rapp Rd to North Main (Talent):

This project includes sewer work associated with the Hwy 99 road diet extension through Talent. Work involves various manhole and lateral adjustments. Manhole adjustments and select lateral relocations will be completed via an add-work agreement with ODOT. The remainder of the work will be completed by our crews.

- **Updates:** Knife River Materials will begin construction shortly.

- **Status:** Construction

J274, Wilson Way Sewer Extension (White City):

This project includes 5,837 feet of new 10 and 8 inch main. The new 10 inch pipe will be bored across Highway 62 and constructed to the intersection of Dutton Road and Wilson Way. 8 inch main will be extended along Dutton Road replacing the existing 4 inch effluent sewer to just past Dutton PS #1. In addition to the immediate benefits, this project also will facilitate the future decommissioning of 20 STEP/STEG tanks along Dutton Road and Crater Lake Highway as well as the small 'Pony Farm' pump station maintained by RVSS.

- **Updates:** Contractor anticipates starting construction in May.
- **Status:** Construction

J275, Breckenridge Drive Sewer Realignment (Phoenix):

This project will abandon one un-accessible manhole and 465 feet of backyard sewer in Phoenix. This will be accomplished by installing 150 feet of new 8 inch mainline and realigning one service lateral. This work will be performed by our construction crew this summer.

- **Updates:** Construction will begin next month.
- **Status:** Construction

J277, Hartley Road Grinder Pumps (Jackson County):

This project will replace four problem STEP systems with new grinder pumps along Harley Road. A company representative will be on site to demonstrate the grinder pump installation and assist our crews with the installation process. A few benefits of the EOne grinder pump system:

- **Updates:** Grinder Pumps will be installed the week of May 14th. Installation will be demonstrated by the company representative.
- **Status:** Coordination

J278, FY 2018 CIPP Projects (Phoenix & Talent):

This project will utilize Cured in Place Pipe technology to line approximately 4,800 feet of existing 8, 10 and 12 inch sewer in Phoenix and Talent. CIPP technology will be utilized as an alternative to traditional trenching or pipe realignment as many of the pipes are directly adjacent to or under existing mobile homes or other structures.

- **Updates:** Pipe lining is currently underway
- **Status:** Construction

J289, E. Pine Street Improvements (Central Point):

The City of Central Point is widening the E Pine Street sidewalks adding planters and intersection bulb-outs from 1st Street to 6th Street. Sewer service cleanouts were to be constructed with the project for the future rehabilitation of each service lateral using trenchless CIPP tee-liners. However, during construction some of the laterals were found to be in such poor condition that installing a liner would not be an option. To avoid cutting the street in the future, the City has agreed to have the contractor replace each existing asbestos services from 6th Street to 2nd Street on a time and materials basis. Our inspector will be on site tracking all equipment materials and labor required to perform the work.

- **Payments:** \$75,865.20 payment has been sent to the City of Central Point to forward on the contractor. Total quantities through January include ±550 feet of service line, one Manhole and 125 feet of 8 inch main.

- **Updates:** Sewer laterals between 4th and 3rd Street will be replaced or abandoned shortly.
- **Status:** Construction

J290, C Street Sewer Relocation (Jacksonville):

This project will install approximately 866 feet of 8 inch sewer along East C, D & 9th Street in Jacksonville. The new sewer will allow the abandonment of approximately 450 feet of backyard sewer with chronic root intrusion and is also located adjacent to and under several structures. Approximately nine services will be relocated and tied into the new sewer within the public right-of-way.

- **Updates:** ProLawn Landscaping is currently re-establishing damaged irrigation and landscaping.
- **Status:** Construction

Q001, Wagner Creek Bridge, Water Quality Facility (Talent):

This is a joint project with the City of Talent, Friends of Wagner Creek and RVSS. The project will install a water quality facility in Wagner Creek Park adjacent to the proposed pedestrian bridge. RVSS will provide design and specifications for construction of the facility and Friends of Wagner Creek will vegetate the facility once constructed. Once complete, the facility will have the capacity to treat 1.62 acres of impervious surface which is equivalent to the future buildout of Rapp Road from Wagner Creek Park to west Wagner Creek Road.

- **Updates:** The City of Talent Bid the project this month.
- **Status:** Design

17-01 Table Rock Road Sewer Extension (Jackson County):

Approximately 2000 feet of new 8" sewer will be installed along Table Rock Road from Airport Way south to the Lone Pine Creek crossing. Construction will be coordinated through an add work agreement with Jackson County and ODOT.

- **Updates:** Construction of the sewer is complete. Manholes will be tested once pavement is placed.
- **Status:** Construction



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April 17th, 2018

To: RVSS Board of Directors
From: Jennie Morgan, Stormwater Program Manager

RE: Stormwater Program Update

Carpet Cleaning Education and Outreach

RVSS has coordinated with the Source Control Supervisor at the Medford WWTP and the City of Medford to establish appropriate disposal practices for Carpet Cleaning Businesses. This is in response to many reports of carpet cleaners disposing of their waste into stormwater drains. RVSS will be hosting an educational luncheon for carpet cleaners next month.

Eco-Biz Contract

RVSS will be contracting with the Pacific Northwest Pollution Prevention Resource Center to provide a training for staff at RVSS, Medford and Ashland to start an Eco-Biz certification program. We are entering into a contract of \$3400 that will be divided between the three entities.

Rogue Valley Stormwater Quality Design Manual Update

- Rewrote chapter 7, Submittal requirements, to more clearly specify required information and to include landscaping requirements.
- Worked with the City of Medford to revise the operation and maintenance worksheets to be used by private property owners when maintaining their stormwater facilities.
- Also working with Medford on aligning the Stormwater Operation and Maintenance Agreements that are recorded by private property owners.

SW Mapping Updates

We have begun collecting GPS data to update the stormwater system maps. The maps that RVSS currently has were pieced together from construction drawings and are inaccurate in many locations. Accurate maps are needed when tracing illicit discharge sources and are required through the MS4 permit. We are currently working in Talent with a goal to update the stormwater maps throughout our MS4 boundary.



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April 18, 2018

To: RVS Board of Directors

From: Shane Macuk, Operations Manager

RE: Operations & Maintenance Report

Collection System

- a. Rotational Footages: Staff have flushed a total of 77,032' and have video inspected 66,644'.
- b. Special Cleaning: Flushed 14,260' & root sawed 164'.
- c. Lagoon Septage: Received 227,695 gallons of hauled septage for a total of \$34,154.25.
- d. Construction Crew: J278 CIPP, Main line & manhole repairs.
- e. Shady Cove:
 - i. Septage: The plant received 55,450 gallons of hauled septage for a total of \$8,317.50.
- f. Gold Hill:
 - i. Collection System: Nothing to report
- g. Special Cleaning Summary: 51.5 equipment hours and 110.5 labor hours were spent on special cleaning for a total cost of \$7,299.00.
- h. Oregon Department of Transportation: Video inspected storm drain.

Pump Stations

- a. Dunn: Mission Telemetry is installed and operational.
- b. Annual testing

FOG Update

- a. (1) Initial & (7) Compliance inspections were completed in the last 30 days.

Vehicles & Equipment

- a. New flusher truck is working great.