

**REGULAR MEETING OF BOARD OF DIRECTORS  
ROGUE VALLEY SEWER SERVICES  
April 15, 2020**

**TIME AND PLACE OF MEETING**

The regular meeting of the Board of Directors of the Rogue Valley Sewer Services, Jackson County, Oregon, was held remotely due to the COVID-19 virus on April 15, 2020 at noon.

**PLEDGE OF ALLEGIANCE**

**PRESENT**

Kay Harrison, Chair; Wayne Brown, Vice-Chair; Mike Parker, Director; Jim Snyder, Director; Jim Lewis, Director. All Board members appeared electronically.

**ALSO PRESENT**

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

**CONSENT AGENDA**

Mike Parker motioned and Wayne Brown seconded approval of the consent agenda consisting of minutes of the February 19, 2020 Board Meeting. The motion carried with a unanimous vote of the all board members.

**RESOLUTION 20-04: AWARD OF BID FY2020CIPP PROJECTS J312**

Two bids were received for the FY 2020 CIPP Projects. Michaels Corporation was the apparent low bidder at \$314,714.00.

Mike Parker motioned and Jim Lewis seconded approval of Resolution 20-04. The motion carried with a unanimous vote of the all board members.

**RESOLUTION 20-05: AWARD OF BID DUNN PUMP STATION PROCUREMENT I004**

Two bids were received for the Dunn Pump Station Procurement I004. Xylem Water Solutions was the apparent low bidder at \$406,123.00

Mike Parker motioned and Jim Lewis seconded approval of Resolution 20-05. The motion carried with a unanimous vote of the all board members.

**RESOLUTION 20-06: APPROVAL OF SOLE SOURCE PROCUREMENT**

RVSS received proposals for several different projects at the Treatment Plant. This Resolution will authorize all upgrades all at once.

Mike Parker motioned and Jim Lewis seconded approval of Resolution 20-06. The motion carried with a unanimous vote of the all board members.

**PROJECT UPDATES**

Nick presented the Project updates. Report is attached.

**STORMWATER UPDATES**

Jennie then updated the Board on Stormwater department activities. Report is attached.

**O&M UPDATES**

Shane updated the Board on what's going on in the Maintenance Department. Report attached.



### MANAGER'S REPORT

Carl has implemented a modified work schedule due to COVID-19. During normal work hours there is still at least one person in the office to answer phones, accept plans for review and issue permits. Most of the office staff is working from home. The maintenance crews are on an alternating schedule. Inspectors and the Project Specialist are working directly from home.

Carl went to the Gold Hill City Council meeting back in February to discuss the method used to charge them if they chose to connect. There has been one conversation with the Mayor since then. No decisions have been made. Nick has been in contact with ODOT regarding the Blackwell project. If Gold Hill connects, the sewer connection will need to be included in the ODOT project.

Carl has set up accounts for each Board member for online training through SDAO.

Carl attached a rate analysis. He was planning on recommending a 4% increase, but due to the recent pandemic he no longer feels that this is a good idea. In order to compensate for the rate increase, he will lessen the amount spent on CIPP. Carl asked if there were any comments on the rate analysis. Jim Snyder commented that it was really well put together.

### CLAIMS LISTING

Mike Parker motioned and Jim Lewis seconded to approve the Claims Listing March and April. The motion carried with a unanimous vote of the all board members.

### ADJOURNMENT

There being no further business, the meeting was adjourned at 12:54 p.m.

ROGUE VALLEY SEWER SERVICES



Kay Harrison, Chair  
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 10, 2020

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

## **J164, Onyx Sewer Rehab (Eagle Point):**

This project will replace approximately 1000 feet of 8 inch concrete sewer, associated manholes, and 4 inch services in the right of way. The existing concrete lines are in poor condition and on the special cleaning list. The project will be constructed this spring. Map attached.

- **Updates:** The project is approximately 75% complete. Poor existing soil conditions are causing trench cave-ins and increasing the standard trench to approximately two times the design width. additional quantities will be tracked and paid to the contractor.
- **Status:** Under construction
- **Payments:** March Payment - **\$89,211.04**

## **J188, 6<sup>th</sup> Street Sewer Replacement (Phoenix):**

This project will replace approximately 184 feet of 8 inch sewer at the intersection of 6<sup>th</sup> Street and S Pacific Highway in Phoenix. The pipe is on the special cleaning list, has poor grade and is in very poor structural condition. Open trench construction will be a little tricky as the pipe crosses S Pacific Highway at a very busy intersection. This project will be constructed this summer.

- **Status:** Design

## **J244, Platt Sewer Rehab (Eagle Point):**

This project will install approximately 1450 feet of 8 inch sewer, associated manholes, and 4 inch services in the right of way. The new sewer will replace existing 8 inch concrete sewer in poor condition as well as shared 4 and 6 inch services currently serving approximately 12 properties. The project will be constructed this spring. Map attached.

- **Updates:** The project is under construction and approximately 15% complete.
- **Status:** Under Construction

## **J292, Church Street Sewer Replacement (Phoenix):**

The City Of Phoenix will reconstruct North Church Street from 1<sup>st</sup> Street to 6<sup>th</sup> Street providing an opportunity to replace the deteriorating unreinforced concrete sewer within the project footprint. Approximately 1,100 feet of 8 inch concrete sewer and associated manholes will be replaced with the project. For efficiency, the City's consultant will perform the sewer design. RVSS will reimburse the City for costs associated with design and construction of the sewer.

- **Updates:** Sewer Construction is complete.
- **Status:** Sewer - Complete
- **Final Payment - \$106,965**

### J303, Sowell Drive Sewer Realignment

This project will realign approximately 300 feet of existing 8 inch sewer at the intersection of Sowell Drive and Kinworthy Drive in Shady Cove which is currently running across the corner property near the residence. The opposing service line has adverse grade within the right-of-way and is exposed in the roadside ditch. The current sewer configuration will not allow the service to be fixed without trenching diagonally across the corner property and large cut bank. This project will relocate the main into the right-of-way and allow the existing service line with to be repaired with proper grade. This project will be constructed this summer.

- **Status:** Design

### J312, FY 2020 CIPP Projects (South Valley)

This project will utilize Cured in Place Pipe technology to line approximately 4,300 feet of existing 8", 10" and 12" sewer in Jackson County & 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. Pipes in high traffic roadways requiring long term traffic control are also good candidates for CIPP.

- **Updates:** Michels Corporation had the lowest responsive bid of **\$314,714.00**.
- **Status:** Bid

### I004, Dunn Pump Replacement:

This project will upgrade the existing Dunn Pump Station motors, pumps, and controls. RH2 Engineering will perform the pump, motor, and system control design as a large portion of this project includes electrical and system control. Design will be completed in Fiscal Year 2020 and construction is anticipated in Fiscal Year 2021.

- **Updates:** Xylem Water Solutions (Flyght) won the contract with a bid of **\$406,123**. RH2 Engineering feels comfortable moving forward with design immediately and construction this fall.
- **Status:** Bid



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April 15<sup>th</sup>, 2020

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

## **RE: Stormwater Program Update**

### **Logo and Branding Contract Proposal**

We received five proposals for a logo update and branding, four proposals were from local companies and one was from the Portland area. We awarded a contract to the second lowest proposal based on quality of work, local knowledge and price. A personal services contract was issued to Creative Marketing and Design (CMD) in the amount of \$4,650.00.

They have conducted a survey to ascertain staff and board feelings on the current logo and tagline and will analyze the results and move forward from there.

### **Interpretive Signage Proposal**

We received two proposals for interpretive sign creation for the Colver Park bioswale and the Phoenix downtown bioswale and pervious paving, one from a local entity and the other from a Portland office. The proposals were not significantly different in price, but did have very different artistic styles, as can be seen below. We awarded a personal services contract to Karin Onka for \$4,845.

### **Phase 2 Permit Litigation Update**

In March, Carl and I were contacted by Jackson County's attorney and asked to serve as technical experts in the litigation of the MS4 Phase 2 permit. A negotiation meeting was scheduled for March 19<sup>th</sup> between DEQ and the litigating parties in Portland. If the negotiation failed, a deposition was scheduled for March 20<sup>th</sup> at which Mike Kuntz, Jackson County's engineer, would testify. Jackson County asked us to prepare responses to questions posed by DEQ's attorney that might be asked during the negotiation discussions and deposition. Many of the questions pertained to items that RVSS does not perceive to be issues, thus we did not provide answers to those items. In addition to answering the questions posed, we also provided a suggested rewrite of the permit language that would provide clarity over the litigated items. We provided our materials to Jackson County March 11<sup>th</sup>. Since then the hearing was cancelled due COVID19. I anticipate it will be rescheduled once everything settles down.

### **Construction Site Runoff**

We have cancelled two classes for Designated Erosion and Sediment Control Inspector certifications that would have been held April 2<sup>nd</sup> and May 7<sup>th</sup>. These will be rescheduled as soon as possible.



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To: RVSS Board of Directors  
From: Shane Macuk, Operations Manager

## **RE: Operations & Maintenance Report**

### **Collection System**

- a. Rotational Footages: Staff have flushed a total of 75,517' and have video inspected 37,661'.
- b. Special Cleaning: Flushed 12,556' and root sawed 2,599
- c. Requests: Flushed 2,116' and video inspected 369'.
- d. New Construction: Video inspected 531' and flushed 358'.
- e. Lagoons: Received 345,510 gallons of septage, 16,485 gallons of porta potty waste and 32,340 gallons of FOG for a total of \$59,150.25.
- f. Gold Hill:
  - a. Special Cleaning: Flushed 2,781'.
- g. Special Cleaning Summary: 31 equipment hours and 70.5 labor hours were spent on special cleaning for a total cost of \$4,945.80.00.
- h. City of Jacksonville: Flushed storm drain lines.
- i. Harbor Sanitary District: Bottom vacuumed wet well at #1 pump station ahead of new pump install.

### **Pump Stations**

- a. Nothing to report.

### **Building & Grounds**

- a. Nothing to report.

### **FOG Update**

- a. Nothing to report.

### **Vehicles & Equipment**

- a. Nothing to report.