

**REGULAR MEETING OF BOARD OF DIRECTORS
ROGUE VALLEY SEWER SERVICES
July 15, 2015**

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, July 15, 2015.

PLEDGE OF ALLEGIANCE

PRESENT

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

ALSO PRESENT

Carl Tappert, Manager; Brenda Baldovino, Finance Director; Shane Macuk, Operations Manager
Joan Pariani, Executive Secretary, Jennie Morgan, Stormwater Program Manager

APPEARANCE OF CONCERNED CITIZEN

Nancy Green, from Phoenix, attended the Board meeting to discuss a certification letter she received. Ms. Green feels that RVSS was in error when handling the deletion billing. She did not receive notice of the delinquent account until after she had returned the tenant's deposit. The tenants were in the rental for 12 months and did not pay any portion of this bill. Carl and Brenda explained how the deletion billing system and the certification process works. Ms. Green stated that she would not be paying this bill and will continue to dispute the charges if not reversed. Jim Lewis motioned to absolve Ms. Green of all delinquent charges. There was no second on the motion. Chairman Bob Dunn opened the item back up for discussion. Bill Stults motioned to reduce the charges to half after the late fee have been reversed. Jim Lewis seconded the motion. The motion carried by a majority roll call vote of the board members. Bob Dunn was in not in agreeance with the decision.

CONSENT AGENDA

Jim Lewis motioned and Bill Stults seconded approval of the Consent Agenda consisting of the Minutes of the Regular Meeting of June 17, 2015. The motion carried by a unanimous roll call vote of the board members.

RESOLUTION 15-16: AWARD OF BID FOR FIRST STREET SEWER REPLACEMENT J098

Four bids were received for this project. The lowest bid was from HGC on the amount of \$171,504.55. Staff recommends approval of the contract to HGC.

Bill Stults motioned and Wayne Brown seconded to approve Resolution 15-16: Award of Bid for the First Street Sewer Replacement. The motion carried by a unanimous roll call vote of the board members.

RESOLUTION 15-17: AWARD OF BID FOR HAZEL STREET SEWER REHABILITATION J259

Four bids were received for this project. The lowest bid was from Hilton Fuel and Supply on the amount of \$58,850.00. Staff recommends approval of the contract to Hilton Fuel.

Jim Lewis motioned and Bill Stults seconded to approve Resolution 15-17: Award of Bid for the Hazel Street Sewer Rehabilitation. The motion carried by a unanimous roll call vote of the board members.

EXTINGUISHMENT OF THE EASEMENT FOR SABLEBROOK MEADOWS SUBDIVISION

Jackson County needs to have this easement vacated because it's within the new dedicated right of way. This will not affect any of RVSS' services.

Bill Stults motioned and Jim Lewis seconded to approve the Extinguishment of the Easement for Saddlebrook Meadows Subdivision. The motion carried by a unanimous roll call vote of the board members.

RENEWAL OF INTERGOVERNMENTAL AGREEMENT WITH THE CITY OF MEDFORD TO DISPOSE OF BIOSOLIDS

Carl explained that RVSS has an agreement with the City of Medford to dispose of the sludge from the Shady Cove Waste Water Treatment Plant. The contract allows RVSS to do one-year extensions and the only change in the contract is a two dollar per ton rate increase. This will approximately only cost RVSS an additional \$50 per year.

Jim Lewis motioned and Wayne Brown seconded to approve the Renewal of the IGA with the City of Medford to Dispose Bio solids. The motion carried by a unanimous roll call vote of the board members.

PROJECT UPDATES

J182-Hwy 62 Bypass: Construction started July 13th. There have been a few vandalism issues.

J236-Coral and Locke Sewer Rehab: All the pipe have been installed. Testing is not yet complete.

J201-Turbo Blower at SCWWTP: The new blower is installed and working. There seems to be some problems with the specification of the rebate. Carl is working with Energy Trust to resolve this problem.

J238-Luthy Pump Station Rehab: The second pump is in place. A manufacturer's representative to going to be returning for the startup testing. This is expected to happen next week.

STORMWATER PROGRAM UPDATES

MS4 Phase 2 Permit: The DEQ has restarted the permit development process. They have a Technical Advisory Committee made up of several jurisdictions including RVSS. The DEQ is estimating to have the permit issued in late Spring 2016, RVSS will be assisting with language development.

Illicit Discharge Sampling: Jennie is sampling in Phoenix this year. A press release was issued for Payne and Coleman Creeks due to the above standard concentrations of E. coli. The Mail Tribune published an article July 12, 2015 on the issue. Public notices were also posted at the public access points along the creeks.

Low Impact Development Technical Guidance Manual: Currently under development and expected to be out in the Winter of 2016.

Rogue Valley Stormwater Design Manual: The Stormwater Advisory Team will meet today. This team has existed since 2004 and has been informal. Today they will be discussing adopting formal bylaws on how this group will function.

Jim Lewis asked what the renewal process was for the MS4 Phase 2 Permit. Jennie explained that the permits are supposed to be good for five years. RVSS' permit expired in 2011, along with everyone else's in the state. DEQ only has one staff person to issue these for the whole state.

O&M UPDATES

RVSS Maintenance staff have flushed 4,893 feet of pipe and the video inspection crew has TV'd 32,253 feet.

The Special Cleaning Staff have flushed a total of 7,913 feet and root sawed a total of 393 feet.

Shady Cove Treatment Plant received 95,850 gallons of hauled septage in the month of June for a total of \$14,377.50.

The special cleaning totals for June are 76.5 combined hours of labor & equipment for a total cost of \$3,347.50.

The #1 pump is installed and will be running this week at Luthy Pump Station

The aesthetics have been completed at the Truax Pump Station. This Pump Station will be renamed after retired employee Peter Robinson.

Travis Cox has been named the new FOG Program Coordinator. Travis has been with RVSS for eight years . No FOG inspections were completed in the last 30 days.

The New Flusher Truck is here and in service. And the new Chain Flails have been delivered. Jim Lewis asked what the life expectancy of the flusher trucks are. Shane answered that 10 years is the usual life expectancy, but that he would like to get 12 years out of the new one.

Two new GMC Pickups have been shipped from Portland.

MANAGER'S REPORT

No decision has been made on the Franchise Fee appeal.

The Harbor Sanitary District requested RVSS' assistance in TV'ing their lines. The work was completed Monday.

The City of Central Point has prepared a franchise agreement that would be effective if the franchise fee goes into effect. Carl is still working with the City Manager, Chris Clayton, on the language of the agreement. This is expected to be completed and ready for the August Board Meeting.

The labor arbitration hearing is complete. The Attorney's still need to file their final briefs. Then the Arbitrator has 30 days to make his final decision.

Carl received a request for information from the Equal Employment Opportunity Commission regarding the lawsuit with Mel Workman.

The updated code has new language that allows us to create Reimbursement Districts. This is similar to a Local Improvement District, except that this will not put a lien on the property. There is a currently a project where this might make sense. In Eagle Point, in the Viewcrest Subdivision, there are six properties that could benefit from this approach. The Board agreed to move forward with the project.

Jennie Morgan has been promoted to Stormwater Program Manager and is now part of the management team.

CLAIMS LISTING

Jim Lewis motioned and Bill Stults seconded to approve the Claims Listing of \$1,058,742.64. The motion carried with a unanimous vote of the board members.

ADJOURNMENT TO EXECUTIVE SESSIONS

RETURN TO OPEN MEETING

Bill Stults motioned and Wayne Brown seconded to award Carl Tappert a 5% merit increase effective July 1, 2015. The motion carried with a unanimous vote of the board members

ADJOURNMENT

There being no further business, the meeting was adjourned at 9:05 a.m.

ROGUE VALLEY SEWER SERVICES

Bob Dunn, Chairman
Board of Directors

Joan Pariani, Executive Secretary