

**REGULAR MEETING OF BOARD OF DIRECTORS
ROGUE VALLEY SEWER SERVICES
July 21, 2021**

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 July 21, 2021 at noon.

PLEDGE OF ALLEGIANCE

PRESENT

Kay Harrison, Chair; Jim Snyder, Director; Roger Thom, Director. Mike Parker, Director

Absent: Wayne Brown, Vice-Chair;

ALSO PRESENT

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

OATH OF OFFICE

Roger Thom took his oath of office.

CONSENT AGENDA

Mike Parker motioned and Jim Snyder seconded approval of the consent agenda consisting of minutes of the June 16, 2021 Board Meeting. The motion carried with a unanimous vote of the all board members.

RESOLUTION 21-19: AWARD OF CONTRACT J332

There were two bids received. Central Pipeline was the lowest bidder, coming in at \$264,670. Staff recommends that the job be awarded to Central Pipeline.

Jim Snyder motioned approval and Roger Thom seconded approval of Resolution 21-19. The motion carried with a unanimous vote of the all board members.

RESOLUTION 21-21: TRANSFER OF APPROPRIATIONS FOR THE FY2021 BUDGET

This is just to clean up the FY 21 Budget. Some funds went over budget so the contingencies are needed to cover these expenses.

Roger Thom motioned and Jim Snyder seconded approval of Resolution 21-21. The motion carried with a unanimous vote of the all board members.-

RESOLUTION 21-22: APPOINTING BOARD REPRESENTATIVES TO THE REGIONAL RATE COMMITTEE

Due to the change in Board Members, new Regional Rate Committee representatives need to be appointed. Kay Harrison and Roger Thom were appointed as representatives to the committee, with Wayne Brown, Jim Snyder and Mike Parker alternatives.

Mike Parker motioned and Jim Snyder seconded approval of Resolution 21-22. The motion carried with a unanimous vote of the all board members.

RESOLUTION 21-23: MEMORANDUM OF AGREEMENT WITH BCRI

This MOA was brought to the Board in June for consideration. Jennie has been working with the Bear Creek Restorative Initiative for a while. Jennie asked the Board approve this Resolution so that RVSS can participate in this program. Jim Snyder questioned part of the MOA that required attendance to the monthly BCRI meetings. Jennie will check into this. Kay Harrison is pleased with this agreement and hopes that something will actually get done on the Greenway now.

Mike Parker motioned and Jim Snyder seconded approval of Resolution 21-23. The motion carried with a unanimous vote of the all board members.

RESOLUTION 21-24: RENEWING AUTHORIZED SIGNATURES FOR ROGUE VALLEY SEWER SERVICES

Since there is a change in Board members, the signers on the bank account need to be changed.

Mike Parker motioned and Roger Thom seconded approval of Resolution 21-24. 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.

O&M UPDATES

Shane had to step out of the meeting so Carl updated the Board on what's going on in the Maintenance Department. Report attached.

MANAGER'S REPORT

With no COVID restrictions, Carl is happy to have the Board members join the meeting in person. He mentioned that one employee is on quarantine at this time.

Carl is still working with FEMA to recoup some of the costs of the Alameda fire.

Also, Carl acknowledged Carole Blazer's 30 years of employment with RVSS. He asked the Board if they would like to reward her for her years of service. The Board wants Carl to look into the cost of building a water feature at Carole's new home.

ADJOURNMENT TO EXECUTIVE SESSION

The Board adjourned to Executive Session at 12:58 p.m. to review and evaluate the performance of an officer, employee or staff member if the person does not request an open meeting. This reason for execution session may not be used to do a general evaluation of an agency goal, objective or operation or any directive to personnel concerning those subjects.
ORS 192.660(2)(1) and 192.660(8)

RETURN TO OPEN MEETING

The Board returned to open meeting at 2:04. By unanimous decision, the Board awarded Carl Tappert a \$7,000 bonus in addition to a 3% cost of living adjustment.

CLAIMS LISTING

Mike Parker motioned and Jim Snyder seconded to approve the July Claims Listing in the amount of \$1,142,268.57. The motion carried with a unanimous vote of the all board members.

ADJOURNMENT

There being no further business, the meeting was adjourned at 2:10 p.m.

ROGUE VALLEY SEWER SERVICES



Kay Harrison, Chair
Board of Directors



Joan Pariani, Executive Secretary



ROGUE VALLEY
SEWER SERVICES
CLEAN WATER · HEALTHY COMMUNITIES

July 15, 2021

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

J124, West Glenwood Pump Station Rehab:

West Glenwood Pump Station is a small duplex station installed in 1981 and serves 5 tax lots. The station was identified on the FY 2021 capital improvement plan but was not completed due to shifting of resources to the Almeda Fire recovery. Coincidentally, four of the five existing lots were burned in the Almeda Fire and the pump station was relatively undamaged. Due to the size, this pump station will be rehabbed with duplex EOne grinder pumps which are the same core pumps used to replace existing STEP systems. This will allow for easy pump replacement and standardization of our pressure systems. The new pumps will be installed inside the existing wet well and the force main will be sized and replaced to provide adequate scouring velocities.

- **Status:** Design

J325, Arborwood Pump Station:

This pump station electrical panel was more or less completely destroyed in the Almeda Fire. After investigating further, it appears the wet well is has a substantial leak which was likely not caused by the fire. The pump station will be completely rebuilt with a new fiberglass wet well and integrated valve vault, new flight pumps and Smartrun VFD's. Construction is planned for the fall of 2021.

- **Updates:** Wet Well Fabrication
- **Status:** Design

J326, Almeda Fire Service Abandonment:

Sewer services to buildings completely destroyed by the Almeda Fire will be abandoned at an existing cleanout or at new cleanout installed at the abandonment. Property owners will reconnect the service when they rebuild. We will enter a contract with a private contractor for approximately 225 service abandonments to assist our crews in this effort.

- **Status:** Still in process. Rebuilding and FEMA housing projects are underway. As anticipated, rebuilding is fast and furious and is keeping us very busy.
- **Updates:** Under Construction

J331, Oak Valley Sewer Reconstruction:

The Oak Valley Subdivision in Talent was completely destroyed in the Almeda Fire in 2020. This project will replace the existing sub-standard sewer system with approximately 3,100 LF of new 8 inch sewer and associated manholes and services. RVSS will pay for the cost to construct the new sewer system and will be partially reimbursed over time through the formation of a Reimbursement District approved by the RVSS Board of Directors in March of 2021. Upon reconnection, individual property owners will be

responsible for paying the fair share of the sewer system cost minus 50% which will be paid through an RVSS contribution also approved by the RVSS Board in March of 2021.

- **Updates:** Under Construction
- **Status:** Construction

J332, CP Force Main Rehab:

The existing 12 inch concrete sewer which runs from Hamrick Road across private property to Gebhard Road and on to the Lower Bear Creek Interceptor and was originally used as a force main. The old Central Point pump station has been subsequently abandoned and the pipe was converted to a gravity sewer main. The remaining pipe has poor grade and is largely oversized making it a source of hydrogen sulfide production. This project will rehab, abandon, and/or replace large portions of the existing main.

- **Updates:** Intent to Award to Central Pipeline, Inc - \$264,670.00
- **Status:** Bid/Award

J337, Shafer Lane Rehab:

This project will replace approximately 281 LF of deteriorated 6 inch concrete sewer in Medford.

- **Updates:** Under Construction
- **Status:** Construction

J340, Talent Mobile Estates, TA:

This project will replace approximately 550' of existing 8 inch sewer running through Talent Mobile Estates. There are currently 29 service connections along the existing main which is in poor shape and runs between two rows of trailers making it inaccessible for maintenance. The owner of the park is not planning on a redesign of the park perpetuating the already poor situation. We've worked with the owner to relocate the existing main into the drive isle and dedicate a new easement. The owner will make new connections as needed once the park is redeveloped.

- **Updates:** The required easement has been recorded. Our construction crew will begin this project once Shafer Lane Sewer is complete.
- **Status:** Design Complete

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 Years 2021 & 2022.

- **Updates:** The bypass pumping is setup and running. The contractor will begin demolition of the pump/motors, and cleaning/prepping the wet well this week.
- **Status:** Construction



ROGUE VALLEY
SEWER SERVICES
CLEAN WATER · HEALTHY COMMUNITIES

July 21st, 2021

To: RVSS Board of Directors

From: Jennie Morgan, Stormwater Program Manager

RE: Stormwater Program Update

Bear Creek Restoration Initiative (BCRI) Memorandum of Agreement (MOA)

The BCRI is a collaborative working group that aims to coordinate efforts over the entire Bear Creek corridor for restoration. RVSS has been participating in the BCRI since its inception in 2019. Among the items of restoration interest to the group is provision of improved stormwater treatment at the many outfalls that empty into the riparian corridor of Bear Creek and its tributaries. The Blue Heron Park stormwater treatment facility pursued by RVSS was enhanced through participation as a stakeholder in this group partnering with the Rogue River Watershed Council. The BCRI has written an MOA (attached) and is asking for stakeholder organizations to sign on.

Action: Request board approval of the Resolution.

SW Outfall Sampling

We are beginning our annual SW outfall sampling, which is conducted during the dry season to help identify illicit discharges. An illicit discharge is anything that is not allowed to be discharged through the stormwater system. This year we will be visiting all of the outfalls within the burn zone. We visited these immediately following the fire to identify damage and will now be visiting to sample for illicit discharge.

Illicit Discharges

We have been working with an industrial facility, Southern Oregon Linen in White City on an on-going illicit discharge from their facility. We previously dealt with the same issue in 2017. At this point, we have passed step three of RVSS' Progressive Enforcement where the violator has failed to clean up the discharge and has failed to pay a monetary penalty.



ROGUE VALLEY
SEWER SERVICES
CLEAN WATER - HEALTHY COMMUNITIES

July 21, 2021

To: RVSS Board of Directors

From: Shane Macuk, Operations Manager

RE: Operations & Maintenance Report

Collection System

- a. Rotational Footages: Staff have video inspected 32,699' and flushed 78,731'.
- b. Special Cleaning: Flushed 12,885' and root sawed 55'.
- c. Requests: Video inspected 172' and flushed 2,767'.
- d. Lagoons: Received 163,290 gallons of septage, 51,730 gallons of porta potty waste and 28,760 gallons of FOG for a total of \$36,567.00
- e. Gold Hill:
 - a. Special Cleaning: Flushed 808'.
- f. Special Cleaning Summary: 51 equipment hours and 98.5 labor hours were spent on special cleaning for a total cost of \$7,509.08.

Pump Stations

- a. Shady Cove #6: Pump failure.
- b. Echo Way: Pump failure.

Building & Grounds

- a. Nothing to report.

FOG Update

- a. Have begun to re-establish inspections.

Vehicles & Equipment

- a. New construction crew truck on schedule for delivery mid-July.
- b. Backhoe trailer scheduled to arrive mid-July.

**ROGUE VALLEY SEWER SERVICES
JACKSON COUNTY, OREGON**

**RESOLUTION NO. 21-25
TRANSFER OF APPROPRIATIONS IN FY2021 BUDGET**

WHEREAS, each year money is budgeted as contingency for unexpected expenditures.

WHEREAS, this year we will need to use this contingency for an unexpected increase in the transfers to Other Funds.

NOW, THEREFORE, BE IT RESOLVED

That the Board of Directors for Rogue Valley Sewer Services, Jackson County, Oregon, determines that it is in the best interest of RVSS to transfer \$32,300 in appropriations within the current 2020-2021 fiscal year from Contingency to the accounts listed below. Per ORS 294.450(1); and,

NOW, THEREFORE, IT IS HEREBY ORDERED

That appropriations of \$25,000 be transferred from General Fund Contingency as follows:

General Fund (01)	Capital Outlay	\$25,000
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AND, That appropriations of \$1,000 be transferred from Bear Creek Interceptor O&M Contingency as follows:

Bear Creek Interceptor O & M (04)	Matls & Services	\$1,000
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AND, That appropriations of \$6,300 be transferred from Shady Cove Treatment Contingency as follows:

Shady Cove Treatment Fund (50)	Matls & Services	\$6,300
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ADOPTED at the Regular Meeting of the Board of Directors of Rogue Valley Sewer Services this 18th day of August 2021.

ROGUE VALLEY SEWER SERVICES



Kay Harrison, Chairman
Board of Directors

COUNTERSIGNED:



Carl Tappert, Manager

