

**REGULAR MEETING OF BOARD OF DIRECTORS  
ROGUE VALLEY SEWER SERVICES  
June 19, 2019**

**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 June 19, 2019 at noon.

**PLEDGE OF ALLEGIANCE**

**PRESENT**

Bill Stults Chairman; Kay Harrison, Director; Wayne Brown, Director: Jim Lewis, Director

**ALSO PRESENT**

Carl Tappert, Manager; Brenda Baldovino, Finance Director; Shane Macuk, Operations Manager; Nick Bakke, District Engineer; Jennie Morgan, Stormwater Manager; Joan Pariani, Executive Secretary; Mike Parson, Liaison for the City of Central Point.

**INTERESTED CITIZENS**

Jim Snyder and Mike Parker

**CONSENT AGENDA**

Kay Harrison motioned and Jim Lewis seconded approval of the consent agenda consisting of minutes of the May 15, 2019 Board Meeting. The motion carried with a unanimous vote of the all board members.

**PUBLIC HEARING ON RESOLUTION 19-04 ADOPTION OF FY2020 BUDGET**

Chairman Stults opened a public hearing of the Fiscal Year 2020 budget at 12:06. Carl Tappert noted that no changes had been made from the proposed budget approved in April. The hearing was closed at 12:07 am.

Kay Harrison motioned and Wayne Brown seconded approval of Resolution 19-04. The motion carried with a unanimous vote of the all board members.

**RESOLUTION 19-06: GENERAL OVERHEAD RATE**

Carl explained the differences in the rates.

Kay Harrison motioned and Jim Lewis seconded approval of Resolution 19-06. The motion carried with a unanimous vote of the all board members.

**RESOLUTION 19-07: ELECTION CERTIFICATION**

The voters elected Kay Harrison, Mike Parker and Jim Snyder to the Board of Directors for the next term starting July 1, 2019.

Jim Lewis motioned and Kay Harrison seconded approval of Resolution 19-07. The motion carried with a unanimous vote of the all board members.

**RESOLUTION 19-08: EMPLOYEE COMPENSATION PLAN**

The only changes from last year are the 1.6% COLA for all employees and an addition to HRA because of the out of pocket expense increase.

Kay Harrison motioned and Jim Lewis seconded approval of Resolution 19-08. The motion carried with a unanimous vote of the all board members.

**RESOLUTION 19-09: MISC. FEES**

No changes in these fees from last fiscal year.

Jim Lewis motioned and Wayne Brown seconded approval of Resolution 19-09. The motion carried with a unanimous vote of the all board members.

**RESOLUTION 19-10: PERMIT FEES**

Carl performed an analysis on permit fees. Many hadn't been adjusted in several years. The permit fee will remain the same. Plan review fees will double. Some increase have been made in the inspection fees. Pump station construction went from \$500 to \$1500. This is more in line with what DEQ charges. Pump Station inspection fee has been created. Stormwater Management plans will now have a tiered rate.

Bill Stults asked when the last time that these fees were changed. Carl added that it has been over at least 10 years.

Jim Lewis motioned and Wayne Brown seconded approval of Resolution 19-10. The motion carried with a unanimous vote of the all board members.

**RESOLUTION 19-11: SERVICE RATES**

Carl is recommending a rate increase on the monthly residential sewer charge from \$20.50 for SFR to \$21.50, a 4.7% increase. This increase would apply to all other sewer rates. There will be no changes in stormwater fees.

Shady Cove rates have also been added to this resolution.

Jim Lewis motioned and Kay Harrison seconded approval of Resolution 19-11. The motion carried with a unanimous vote of the all board members.

**RESOLUTION 19-12: SDC RATES**

No changes in this rate from FY 2019.

Jim Lewis motioned and Kay Harrison seconded approval of Resolution 19-12. The motion carried with a unanimous vote of the all board members.

**RESOLUTION 19-13: CAPITAL IMPROVEMENT PLAN**

This has been included in the Budget.

Kay Harrison motioned and Wayne Brown seconded approval of Resolution 19-13. The motion carried with a unanimous vote of the all board members.

**RESOLUTION 19-14: TRANSFER OF APPROPRIATIONS FY19 BUDGET**

These funds are transferred from contingencies and are still within the Budget.

Kay Harrison motioned and Jim Lewis seconded approval of Resolution 19-14. The motion carried with a unanimous vote of the all board members.

**RESOLUTION 19-15: AWARD OF BID FOR NORTHRIDGE TERRACE SEWER REPLACEMENT J296**

Five bids were received and Pilot Rock won the bid at \$201,796.00

Jim Lewis motioned and Wayne Brown seconded approval of Resolution 19-15. The motion carried with a unanimous vote of the all board members.

**RESOLUTION 19-16: CONTRACTING OUT WITH PRIVATE SECTOR FIRMS RENEWAL OF PERSONAL SERVICES CONTRACTS**

This is the annual update for private companies and corporations that RVSS has private contracts with for services.

Jim Lewis motioned and Kay Harrison seconded approval of Resolution 19-16. The motion carried with a unanimous vote of the all board members.

**PROJECT UPDATES**

Nick updated the Board on an issue in Gold Hill. A six-inch pipe that services the middle school is in need of repair. Unfortunately, this type of repair is not in the contract that RVSS hold with Gold Hill. Nick asked to Board how they would like to proceed. Should it be dug up and replaced or just spot repaired? If repaired properly, the cost estimate is \$50,000. Carl feels that he should go to the City to see which repair they would prefer. Director Kay Harrison agreed and added that there may be other places will need to be repaired during the contract time. And how to address those issues, as well.

Church Street sewer agreement partnering with the City of Phoenix. The add work agreement needs Board approval. Cost details are attached.

Jim Lewis motioned and Kay Harrison seconded approval of the add work agreement with The City of Phoenix. The motion carried with a unanimous vote of the all board members.

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

**STORMWATER UPDATES**

Jackson County has been allowed to intervene on the new MS4 permit. Now the county would like to have the permit stayed. This would allow them to remain under the old permit. Jackson County is not the permit holder, RVSS holds the permit. The County is requested that RVSS stay the new permit. Carl recommends that RVSS asks for the stay.

Kay Harrison motioned and Jim Lewis seconded approval to stay the MS4 permit. The motion carried with a unanimous vote of the all board members.

Jennie asked the Board for funds for to help pay for the Stormwater project on the Talent West Valley View SW Project. This is estimated to be \$162,000.

Jim Lewis motioned and Kay Harrison seconded approval of up to \$50,000 to help fund the Stormwater Project on West Valley View Road in Talent. The motion carried with a unanimous vote of the all board members.

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

**O&M UPDATES**

Operations Manager Shane Macuk gave an update on maintenance operations for the previous month. See O&M report attached.

**MANAGER'S REPORT**

Carl asked to schedule a performance review. Everyone decided on having an Executive Session in July for this.

Carl also presented the Moody's Investor's Annual Report.

**CLAIMS LISTING**

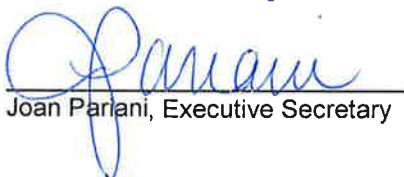
Jim Lewis motioned and Kay Harrison seconded to approve the Claims Listing of \$1,379,757.71. The motion carried with a unanimous vote of the remaining board members.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 1:04 p.m.

ROGUE VALLEY SEWER SERVICES

  
Chairman  
Board of Directors

  
Joan Pariani, Executive Secretary