

**REGULAR MEETING OF BOARD OF DIRECTORS
ROGUE VALLEY SEWER SERVICES
June 20, 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 June 20, 2018 at 7:00 a.m.

PLEDGE OF ALLEGIANCE

PRESENT

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

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

INTERESTED CITIZENS

Preston McGill from True South Solar

CONSENT AGENDA

Jim Lewis motioned and Wayne Brown seconded approval of the consent agenda consisting of minutes of the May 16, 2018 Board Meeting, approval of Personal Service Contracts for Minuteman Press and Tek Printing and approval of an agreement with the City of Eagle Point. The motion carried with a unanimous vote of the all board members.

PUBLIC HEARING ON RESOLUTION 18-11 ADOPTION OF FY2019 BUDGET AND MAKING APPROPRIATIONS

Chairman Dunn opened a public hearing of the Fiscal Year 2019 budget at 7:04. Carl Tappert noted that no changes had been made from the proposed budget approved in May. The hearing was closed at 7:05 am.

Jim Lewis motioned and Wayne Brown seconded approval of Resolution 18-11. The motion carried with a unanimous vote of the all board members.

RESOLUTION 18-12: COMPENSATION PLAN

Carl noted that now that there is no union contract, COLA raises will need to be approved by the Board through Resolution.

Kay Harrison motioned and Wayne Brown seconded approval of Resolution 18-12. The motion carried with a unanimous vote of the all board members.

RESOLUTION 18-13: MISC FEES

Carl noted that there were no changes from last year's miscellaneous fees.

Jim Lewis motioned and Kay Harrison seconded approval of Resolution 18-13. The motion carried with a unanimous vote of the all board members.

RESOLUTION 18-14: PERMIT FEES

Carl Tappert explained that there are no changes from last year's permit fees.

Wayne Brown motioned and Jim Lewis seconded approval of Resolution 18-14. The motion carried with a unanimous vote of the all board members.

RESOLUTION 18-15: RATES

Carl is recommending a rate increase on the monthly residential sewer charge from \$19.60 for SFR to \$20.50, a 4.6% increase. This increase would apply to all other sewer rates. There will be no changes in stormwater fees.

Jim Lewis motioned and Wayne Brown seconded approval of Resolution 18-15. The motion carried with a unanimous vote of the all board members.

RESOLUTION 18-16: SDC RATES

Carl Tappert explained that he would like to keep SDC rates the same with the exception of Eagle Point, which will be reduced from \$700 to \$675.

Kay Harrison motioned and Jim Lewis seconded approval of Resolution 18-16. The motion carried with a unanimous vote of the all board members.

RESOLUTION 18-17: TRANSFER OF APPROPRIATIONS

This will not change the bottom line of the FY18 Budget, Funds are being transferred from Contingency to the Stormwater Fund to cover Labor costs.

Jim Lewis motioned and Wayne Brown seconded approval of Resolution 18-17. The motion carried with a unanimous vote of the all board members.

RESOLUTION 18-18: CONTRACTING OUT WITH PRIVATE SECTOR FIRMS RENEWAL OF PERSONAL SERVICES CONTRACTS

Carl is recommending approval of the Personal Services Contracts. These are companies that RVSS does business with on a regular basis.

Kay Harrison motioned and Wayne Brown seconded approval of Resolution 18-18. The motion carried with a unanimous vote of the all board members.

RESOLUTION 18-19: GENERAL OVERHEAD RATES

This Resolution defines that labor rates that go into a project.

Jim Lewis motioned and Wayne Brown seconded approval of Resolution 18-19. The motion carried with a unanimous vote of the all board members.

RESOLUTION 18-20: CAPITAL IMPROVEMENT PLAN

Carl Tappert explained that this will serve as the justification of SDC rates.

Kay Harrison motioned and Wayne Brown seconded approval of Resolution 18-20. The motion carried with a unanimous vote of the all board members.

RESOLUTION 18-21: ANNEXATION OF THE CITY OF SHADY COVE

The City of Shady Cove approved their Resolution 18-11 which they are requesting an annexation vote be put on the November Ballot. If the voters approve, this would go into effect July 1st 2019. Carl is still working on a franchise agreement that would determine how the sewer funds would be allocated. Jim Lewis asked how many customer this would add. Carl noted that Shady Cove has about 1500 ERUs.

Jim Lewis motioned and Kay Harrison seconded approval of Resolution 18-21. The motion carried with a unanimous vote of the all board members.

PROJECT UPDATES

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

STORMWATER UPDATES

Stormwater Manager Morgan updated the Board on 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

The installation of the solar panels on the O&M Building is complete. The net meter is scheduled to be installed by Pacific Power next week. Preston McGill explained that Carl will be monitoring the solar system remotely. Preston also showed the Board pictures of the solar panels taken with a drone. Carl noted that the Renewable Energy Development Grant is still in process.

Carl will have a meeting with Jackson County tomorrow regarding the White City Lagoons and the composting facility. Also, Carl is still looking at ways to address grease disposal. In addition, there have been plans on the books for 10-12 years to build a Vactor dump. He would like to move forward with this plan. This would start with building a concrete dump bay. This would keep the lagoons more clean and safe.

A note on Worker's Comp. RVSS' rates should be reduced about 20% this year. Over the past three years, RVSS has only had a Worker's Comp loss of \$677, The expected loss was estimated at \$46,357.

Harbor Sanitary District is asking RVSS to be the Operator of Record. Carl has sent over an IGA to the City of Harbor.

Carl had a meeting with the DEQ and the City of Gold Hill. Their facilities plan is supposed to be completed by August. This will identify their options.

Carl noted that a ransomware attack on the school district in Roseburg. This also affected their backup. In light of this, RVSS will be exploring options to a Cloud backup.

Carl requested a performance review next month. It is unclear if all Board members will be available. This is tentatively scheduled for July but may need to be postponed.

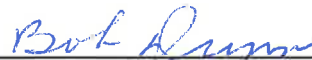
CLAIMS LISTING

Kay Harrison motioned and Jim Lewis seconded to approve the Claims Listing of \$1,245,599.13. The motion carried with a unanimous vote of the remaining board members.

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:11 a.m.

ROGUE VALLEY SEWER SERVICES



Bob Dunn, Chairman
Board of Directors



Joan Pariani, Executive Secretary