

**REGULAR MEETING OF BOARD OF DIRECTORS  
ROGUE VALLEY SEWER SERVICES  
March 17, 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 at 138 W Vilas Rd, Central Point, Oregon on March 17, 2021 at noon. Due to the Governor's Executive Order, this meeting was held as a Zoom meeting.

**PRESENT**

Carl Tappert, Manager; Joan Pariani, Executive Secretary; Kay Harrison, Chair

**PRESENT VIA REMOTE ACCESS**

Jim Snyder, Director; Jim Lewis, Director, Mike Parker, Director, Brenda Baldovino, Finance Director; Nick Bakke, District Engineer; Shane Macuk, Operations Manager; Jennie Morgan, Stormwater Manager; Michael Parsons, Central Point Liaison; Wayne Brown, Vice-Chair;

**CONSENT AGENDA**

Mike Parker motioned and Wayne Brown seconded approval of the consent agenda consisting of minutes of the February 17, 2021 Board Meeting. The motion carried with a unanimous vote of the all board members.

**RESOLUTION 21-03: AWARD OF CONTRACT FOR THE LAGOON PUBLIC ACCESS PROJECT L006**

This is a contract for the part of the lagoon that is not needed anymore for treatment. This is in conjunction with the Watchable Wildlife Foundation, the Jackson County Audubon Society and the Rogue River Watershed Council. They will be providing a management plan to enhance the habitat for birds. Staff recommends awarding this contract.

Mike Parker motioned and Jim Snyder seconded approval of Resolution 21-03. The motion carried with a unanimous vote of the all board members.

**PUBLIC HEARING FOR ORDINANCE 21-01 AN ORDINANCE TO ESTABLISH THE OAK VALLEY SEWER REIMBURSEMENT DISTRICT**

Carl presented the background of the public hearing. Originally this subdivision was designed and the sewer was construction for a mobile home park in the 1990's. Soon after, the project was changed to a subdivision and the sewer plans were never changed. So this subdivision is not up to code. Now that the homes were all destroyed by the Almeda fire, in order to reconnect, public sewer needs to be available. This Ordinance will allow RVSS to rebuild the sewer to public sewer standards. As a reimbursement district, the initial cost would be paid for by RVSS and then when homes were built and reconnected, each homeowner's share would be collected.

Chair Kay Harrison opened a public hearing at 12:10 pm. Several homeowners of the Oak Valley Subdivision were present via Zoom. Carl answered questions about the liability of the City of Talent and the original builder, how payments and insurance works, financing options, contact information and more. This is a 55+ community and many felt that this Ordinance would be an undue burden on the homeowners. Insurance doesn't come close to covering the cost to rebuild. A representative from FEMA was at the hearing. She explained what FEMA could do for each homeowner. The Public Hearing was closed at 12:58.

Carl referenced other mobile home parks that may be in the same situation as Oak Valley. He also noted instances of RVSS funding or helping to fund sewer lines that are old or noncompliant with code. He also noted that Oak Valley was asked to fix this problem from the beginning and nothing ever happened.



Wayne Brown motioned and Jim Lewis seconded approval of Ordinance 21-01. The motion carried with a unanimous vote of the all board members.

Carl gave several options similar projects which were partially funded and asked the Board if they would like to help fund the construction of the sewer in Oak Valley. Mike Parker suggested because of the hardship that everyone has went through with the wildfires, for RVSS to fund 50% of the project costs. Also, if the homeowners need to finance their portion, charge prime + 0%. After much discussion, Mike Parker motioned to fund 50 % of the cost of the Oak Valley Sewer Reimbursement District and to keep the financing at prime + 0%. Jim Lewis seconded the motion. 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 presented the Stormwater updates. Report is attached.

#### **O&M UPDATES**

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

#### **MANAGER'S REPORT**

RVSS is still working on an adjusted schedule due to COVID

Carl is proposing a 7% rate increase for sewer service. There was no increase last year due to the pandemic. RVSS' rates are still amongst the lowest. This will be decided at the June Board meeting.

Carl informed the Board on the current methodology of SDC fees. He would like to change this and will have a Public Hearing at May's Board meeting for approval.

Carl reminded Jim Lewis and Wayne Brown that the deadline to file for election is March 18<sup>th</sup>.

#### **CLAIMS LISTING**

Mike Parker motioned and Wayne Brown seconded to approve the March Claims Listing in the amount of \$1,336,522.44. 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

  
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Kay Harrison, Chair  
Board of Directors

  
Joan Pariani, Executive Secretary





**ROGUE VALLEY**  
SEWER SERVICES  
CLEAN WATER - HEALTHY COMMUNITIES

**March 11, 2021**

To: RVSS Board of Directors

From: Nick Bakke, District Engineer

**J291, OR140 Exit 35 to Blackwell:**

ODOT will be realigning Blackwell Road from Exit 35 to Tolo Road as a part of the Highway 140 extension project. A new creek crossing will be installed and will require approximately 125 feet of 8" PVC sewer to be replaced with ductile iron pipe to protect the sewer at the creek crossing. This project will also require 13 manhole adjustments and service relocations as needed. The manhole adjustments and service relocations will be performed during construction in 2021 through an add work agreement with ODOT and the 8" main replacement will be performed by our crews this summer.

- **Status:** This project is planned to bid in June 2021.

**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. We are currently exploring either to rehab the station to bring it up to our standards or abandon the station with a substantial gravity sewer extension which includes a bore across the railroad.

- **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:** In house work, still in process.
- **Updates:** Under Construction – Waiting for site cleanup

**J327, Gangnes Sewer Rehab (Talent):**

This project will rehabilitate the sewer system along Gangnes Street in Talent. The entire neighborhood was destroyed by the Almeda Fire allowing construction in areas previously covered by landscaping, fences, trees, homes, etc.... The existing system is constructed of approximately 1900 ft of 6" and 8" concrete and asbestos concrete pipe and has multiple shared services along existing alleys and along backyards. The existing 8" pipe leaving the neighborhood crosses under an existing house foundation and Wagner creek. Rerouting the sewer northeast to the adjacent property owned by Talent Urban Renewal will allow us to abandon the existing creek crossing and foundation conflict. We hope to construct this project this winter or early next spring.

- **Updates:** Pre-Construction Meeting March 10<sup>th</sup>.

- **Status:** Under Construction

**J328, OR140 Bear Creek to 5th:**

ODOT will be re-paving and reconstructing what is now Kirkland Road past Dunn Pump Station and the White City Lagoons on to Avenue G. The roadway will be the new section of Hwy 140 and will connect to Blackwell Road as noted above. This project will require construction coordination as the roadway will be under construction the same time as Dunn Pump Station. Some minor manhole adjustments, and pressure service relocations will also be required. Construction is planned for early 2021.

- **Status:** This project is planned to bid in April 2021.

**J332, CP Force Main Rehab:**

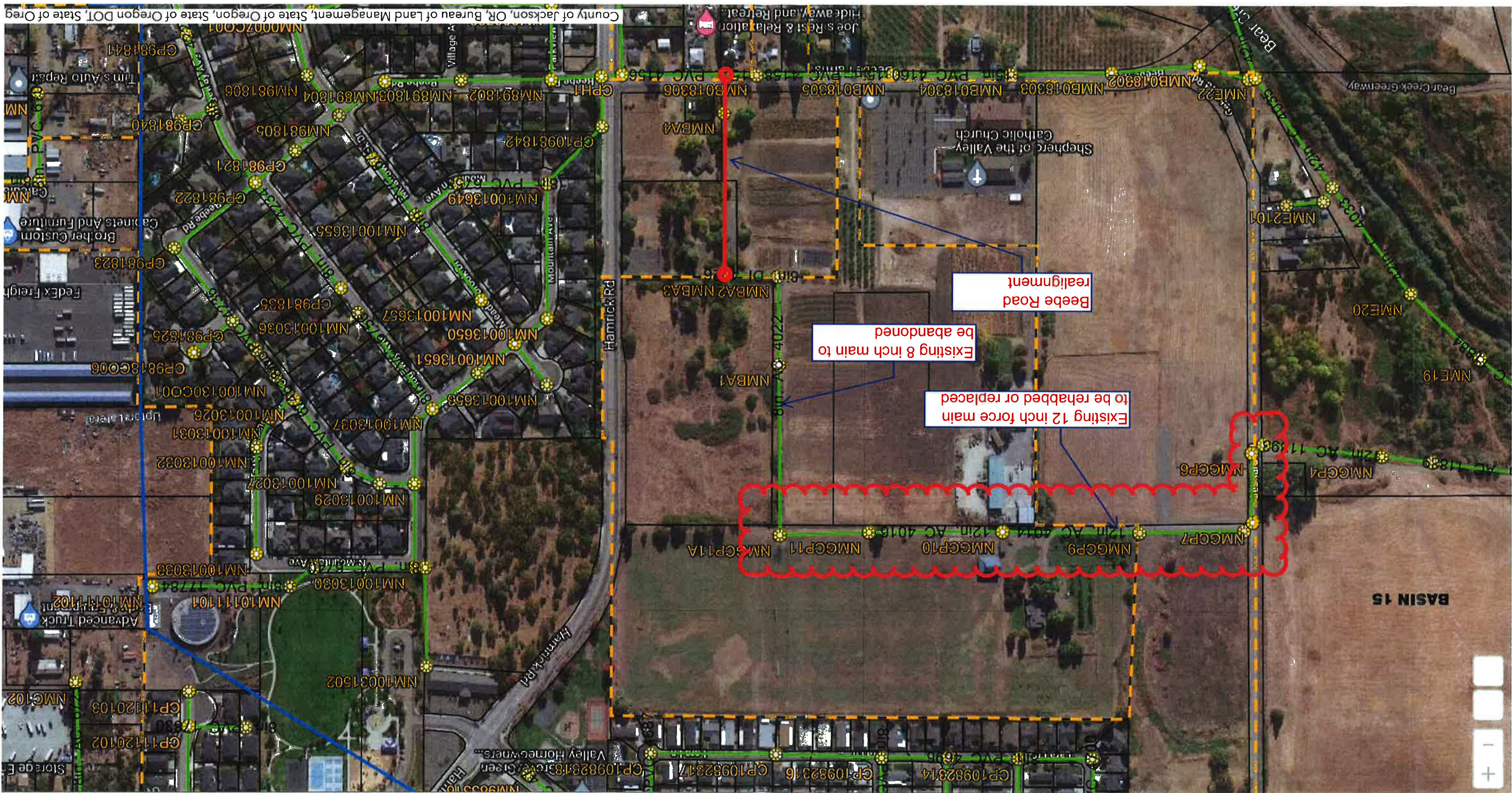
The existing 12 inch concrete sewer which runs from Hamrick Road across private property to Gebhard Road and on to the Lower Bear Creek Interceptor and was originally used as a force main. The old Central Point pump station has been subsequently abandoned and the pipe was converted to a gravity sewer 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. See attached.

- **Status:** Design. This project is planned for FY 2022 construction.

**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:** We had a project kickoff meeting with the general Contractor and RH2 on February 10<sup>th</sup>. The majority of the discussion surrounded current procurement times for the pump drives and gate valves. The original contract had a scheduled completion in June of this year. The Contractor's current schedule has project completion in November.
- **Status:** Contract Administration
- **Payments:** Xylem – \$365,510.70 for pumps. 10% will be retained and released upon acceptance of the installed pumps.









**ROGUE VALLEY**  
SEWER SERVICES  
CLEAN WATER - HEALTHY COMMUNITIES

March 17<sup>th</sup>, 2021

To: RVSS Board of Directors

From: Jennie Morgan, Stormwater Program Manager

**RE: Stormwater Program Update**

1. **DEQ review of RVSS Annual Stormwater Report:** The attached letter from DEQ indicates that our stormwater program is meeting all permit requirements.
2. **Shadow Creek Estates:** George Cota completed the process to terminate the 1200-CN permit, so we will waive \$400 of the \$500 penalty.
3. **Fire Response: Water Quality Concern Mitigation**
  - **Water Quality Monitoring:** The final sampling was conducted on March 5<sup>th</sup> at North Ridge Terrace, north of Phoenix and at West Valley View in Talent.
  - **Inlet protection Maintenance**
    - We are monitoring and maintaining inlet protection as needed throughout the burned areas.
4. **Talent Stormwater Master Plan, R022**

Due to COVID-19 and the Alameda Fire redirecting staff time to other projects, we have been unable to complete this project per our proposed schedule. I have discussed a contract extension with the Talent City Manager and received approval to extend this to December 2022.
5. **L006, Lagoon Public Access Project:** A resolution to approve a contract for Siskiyou Biosurvey to develop a management plan for the public use portion is before the board.
6. **Review of RVSS Illicit Discharge Escalating Enforcement Policy, SOP 14.06**

RVSS' Stormwater Quality Enforcement policy, SOP 14.06, is an escalating procedure applied to illicit discharges to the stormwater system, as required by the MS4 permit. The procedure starts with notification to the property owner or permit holder and an opportunity to correct for issues that pose a threat to the stormwater system and progresses to Illicit discharges, which are pollutants discharged to the stormwater system unintentionally, and finally to Willful Discharges for intentional discharges to the stormwater system. Illicit and Willful discharges can result in issuance of a monetary penalty. SOP 14.06 references section 8.50 of RVSS' code that allows for monetary penalties of up to \$2,000 per day per violation. However, SOP 14.06 sets the monetary penalty for illicit discharges at \$250 and willful discharges at \$500. By comparison, the City of Medford issues \$1,000 penalties for any discharge to the stormwater system.



**ROGUE VALLEY**  
SEWER SERVICES  
CLEAN WATER - HEALTHY COMMUNITIES

DEQ has a more robust penalty procedure that takes into account the size of the project, the severity of the violation, and various aggravating and mitigating factors. The vast majority of issues that RVSS responds to are resolved through the first steps of our enforcement procedure and never reach the point of monetary penalty issuance. Since FY17, there have been 36 illicit discharge complaints investigated by RVSS and 26 brown tags issued. From those 62 incidents one \$250 penalty and two \$500 penalties, were issued, all for non-maintenance/installation of erosion prevention and sediment control best management practices at construction sites. Despite the low number of monetary penalties issued, in some cases, considerable time has been spent by RVSS staff to get illicit dischargers to comply with our ordinance and correct the violation.

**Request of Board**

Staff is suggesting that the enforcement procedures, specifically the monetary penalty in SOP 14.06, be reviewed to determine whether it is still an effective tool for attaining compliance. In particular, we are asking the Board if you are interested in considering a move to a more structured penalty matrix, similar to the DEQ procedure.

**Attached:** DEQ\_RVSS MS4 Annual Report Review



# Oregon

Kate Brown, Governor

**Department of Environmental Quality**  
Northwest Region Portland Office/Water Quality  
700 NE Multnomah Street, Suite 600  
Portland, OR 97232  
(503) 229-5263  
FAX (503) 229-6957  
TTY 711

December 18, 2020

Jennie Morgan  
Rogue Valley Sewer Services  
138 W. Vilas Rd  
Central Point, OR 97502

RE: Completed NPDES MS4 Phase II General Permit Fiscal Year 2020 Annual Report Review

Dear Ms. Morgan:

On behalf of the Oregon Department of Environmental Quality, I have reviewed your National Pollutant Discharge Elimination System (NPDES) municipal separate storm sewer system (MS4) Phase II general permit annual report submitted on December 1, 2020 for fiscal year 2020. The annual report details that you are currently meeting the requirements of the permit issued on March 1, 2019.

I continue to be impressed with RVSS's commitment to stormwater related public education and public involvement. The "Bear Creek Starts Here" art contest was creative and an excellent way to get the community of Talent and the Rogue Valley involved in stormwater education. I was also impressed with the stormwater facilities training that was given to Talent Middle School.

RVSS has made considerable progress with the remaining permit measures and appears to be on track to meet all required deadlines.

RVSS continues to have a strong illicit discharge detection and elimination program and is working towards meeting the requirements of the general permit. Question 76 in the annual report references pollutant parameter action levels. RVSS's answer to the question indicates that RVSS does not plan to add any additional pollutant parameter action levels beyond E. coli. DEQ recommends that RVSS consider including additional parameters such as chlorine, turbidity and pH by the September 1, 2023 deadline to ensure that pollutants from illicit discharges are appropriately identified and the discharges are stopped as soon as possible. Please see the attached pollutant parameter action level example document included with this letter for additional information.

As you continue to work on the permit conditions in the coming months, please reach out with any questions that arise. We can provide examples of how other communities in Oregon are meeting permit requirements as well as provide you with our own technical expertise.

Thank you for your commitment to improving water quality in Oregon.

If you have any questions please contact me at (503) 229-5347 or [Ryan.A.Johnson@deq.state.or.us](mailto:Ryan.A.Johnson@deq.state.or.us).

Sincerely,

Ryan Johnson, MS4 Stormwater Specialist  
Water Quality Division



**ROGUE VALLEY**  
SEWER SERVICES  
CLEAN WATER · HEALTHY COMMUNITIES

March 17, 2021

To: RVSS Board of Directors

From: Shane Macuk, Operations Manager

**RE: Operations & Maintenance Report**

**Collection System**

- a. Rotational Footages: Staff have video inspected 38,305' and flushed 87,434'.
- b. Special Cleaning: Flushed 8,804'.
- c. Requests: Video inspected 704'.
- d. Lagoons: Received 293,500 gallons of septage, 37,340 gallons of porta potty waste and 15,400 gallons of FOG for a total of \$51,936.00
- e. Gold Hill:
  - a. Rotational Footage: Video inspected 10,461'.
  - b. Complaints: Flushed 405'.
  - c. Requests: Flushed 4,105'.
  - d. Special Cleaning: Flushed 1,615'.
- f. Special Cleaning Summary: 23.5 equipment hours and 51 labor hours were spent on special cleaning for a total cost of \$4,045.00.
- g. Almeda Fire: Trailer park on Arnos in Talent and a few services left to be capped.
- h. City of Gold Hill: Video inspected storm drain system on Sweed's property.

**Pump Stations**

- a. Arborwood: Power has been restored and is operating on its own again.
- b. Shady Cove #3: Pump failure. Power was cycled on the drive, pump restored to normal operation.

**Building & Grounds**

- a. Carl & Joan's office expansion has begun.

**FOG Update**

- a. Nothing to report.

**Vehicles & Equipment**

- a. Nothing to report.