

**REGULAR MEETING OF BOARD OF DIRECTORS  
ROGUE VALLEY SEWER SERVICES  
May 19, 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 May 19, 2021 at noon. This meeting was held in house and via Zoom.

**PRESENT**

Carl Tappert, Manager; Joan Pariani, Executive Secretary; Kay Harrison, Chair, Jim Snyder, Director; Jim Lewis, Director, Mike Parker, Vice-Chair

**PRESENT VIA REMOTE ACCESS**

Wayne Brown, Director, Brenda Baldovino, Finance Director; Nick Bakke, District Engineer; Jennie Morgan, Stormwater Manager; Michael Parsons, Central Point Liaison; Shane Macuk, Operations Manager; Roger Thom

**CONSENT AGENDA**

Wayne Brown motioned and Mike Parker seconded approval of the consent agenda consisting of minutes of the April 21, 2021 Board Meeting and the minutes of the Budget Committee meeting held April 28, 2021. The motion carried with a unanimous vote of the all board members.

**RESOLUTION 21-06: CODE ENFORCEMENT POLICY**

This Resolution clarifies penalties imposed on violations of the RVSS code.

Jim Lewis motioned and Mike Parker seconded approval of Resolution 21-06. The motion carried with a unanimous vote of the all board members.

**ORDINANCE 21-02: A REVISION TO TITLE SEVEN OF THE RVSS CODE**

Second Reading

Wayne Brown motioned and Mike Parker seconded approval of Ordinance 21-02. The motion carried with a unanimous vote of the all board members.

**FINANCE UPDATES**

Brenda presented the third quarter financials.

**PROJECT UPDATES**

Nick presented the Project updates. Report is attached.

**STORMWATER UPDATES**

Jennie presented the Stormwater updates. Report is attached.

Along with her updates, Jennie asked the Board to approve the annual revisions to the Rogue Valley Stormwater Design Manual.

Mike Parker motioned and Jim Lewis seconded approval of the revised Stormwater Manual. The motion carried with a unanimous vote of the all board members.

**O&M UPDATES**

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



**MANAGER'S REPORT**

Carl welcomed back the Board member that were able to make it in person to this meeting. The staff is still working on a modified schedule. After Memorial Day weekend, all employees should be back into the office full time. Carl is contemplating opening the doors back up to the public after July 4<sup>th</sup>.

RVSS is still dealing with the fallout from the September fires. Carl presented the Board with a recap of FEMA and insurance claims.

The initial election results are in. Carl expressed sadness that Jim Lewis will no longer be a part of the Board after June 30. Roger Thom has been elected and Wayne Brown has been re-elected to the Board.

**CLAIMS LISTING**

Mike Parker motioned and Wayne Brown seconded to approve the May Claims Listing in the amount of \$886,636.95. The motion carried with a unanimous vote of the all board members.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 12:45 p.m.

ROGUE VALLEY SEWER SERVICES



Kay Harrison, Chair  
Board of Directors

  
Joan Parjani, Executive Secretary





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

**May 14, 2021**

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

**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.

- **Updates:** The design has been sent to the pump and equipment provider. The shop drawing and submittal review process should begin shortly. The design and report has been submitted to DEQ for review.
- **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

**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:** Construction is substantially complete. There are a couple punch list items still outstanding.
- **Status:** Under Construction
- **Payments:** \$60,032.40 (April Payment)

**J331, Oak Valley Sewer Reconstruction:**

The Oak Valley Subdivision in Talent was completely destroyed in the Alameda 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.

- **Status:** Project administration/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.

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

**J337, Shafer Lane Rehab:**

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

- **Status:** Design.

**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:** The activity with this project still involves discussing procurement times for the pump drives. Currently, we have a solid time estimate for procurement. That said, the project completion date will be adjusted to mid-October to account for the extended procurement.
- **Status:** Contract Administration



May 19<sup>th</sup>, 2021

To: RVSS Board of Directors

From: Jennie Morgan, Stormwater Program Manager

**RE: Stormwater Program Update**

**1. Fire Response: Water Quality Concern Mitigation**

- **Inlet protection Maintenance:** We are turning over responsibility for maintenance of BMPs to contractors on site.

**2. Salmon Watch Program**

The last week of April Frances worked with RVCOG to livestream our annual Salmon Watch program to several hundred elementary school students. This was in place of our usual fall field trips that were unable to happen due to COVID and fires.

**3. Erosion and Sediment Control Designated Inspector Certification**

We held a virtual training and certified another 20 individuals as designated inspectors, half of which came from out of the area.

**4. Rogue Valley Stormwater Design Manual**

The Stormwater Advisory Team (SWAT) voted in April to approve two changes to the Rogue Valley Stormwater Design Manual. The changes are outlined below. A full version of the Design Manual can be viewed on our website here:

<https://www.rvss.us/pilot.asp?pg=StormwaterDesignManual>

Section	Proposed Change	Reason for Change	SWAT proposal date	SWAT Approval Date
2.3	Raised the threshold for requiring Flow Control to 10,000sf of redevelopment or development.	To ease the burden on development.	4/14/2021	4/14/2021
4.4.6	Removed allowance for devices certified for Pre-Treatment. Only devices certified for Basic Treatment by TAPE meet the requirements of this manual.	WATAPE program changed the standards for pre-treatment so that they no longer require removal of 80% TSS, which is a MS4 permit requirement.	4/14/2021	4/14/2021



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

*Action:* Board approval of the changes to the Rogue Valley Stormwater Design Manual is requested.

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

May 19, 2021

To: RVSS Board of Directors

From: Shane Macuk, Operations Manager

**RE: Operations & Maintenance Report**

**Collection System**

- a. Rotational Footages: Staff have video inspected 66,109' and flushed 73,141'.
- b. Special Cleaning: Flushed 5,032'.
- c. Requests: Video inspected 1,080'.
- d. New Construction: Flushed & video inspected 1,848'.
- e. Lagoons: Received 282,750 gallons of septage, 48,115 gallons of porta potty waste and 28,025 gallons of FOG for a total of \$53,833.50
- f. Gold Hill:
  - a. Special Cleaning: Flushed 959'.
- g. Special Cleaning Summary: 22 equipment hours and 47 labor hours were spent on special cleaning for a total cost of \$3,935.00.

**Pump Stations**

- a. Nothing to report.

**Building & Grounds**

- a. Painting under way in admin building.

**FOG Update**

- a. City of Medford WWRF would like to meet with us so we may bring them up to speed on our FOG program. They will be running the city's program out of their source control department going forward.

**Vehicles & Equipment**

- a. Repainted the beds on the dump trucks.
- b. New construction crew truck on schedule for completion the end of May.

