

**REGULAR MEETING OF BOARD OF DIRECTORS
ROGUE VALLEY SEWER SERVICES
September 21, 2016**

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, September 21, 2016 at 7:00 a.m.

PLEDGE OF ALLEGIANCE

PRESENT

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

ALSO PRESENT

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

CONSENT AGENDA

Jim Lewis motioned and Wayne Brown seconded approval of the consent agenda consisting of Minutes of the August 17, 2016 Board Meeting and the approval of an assessment order for John & Tammy Icenhower. The motion carried with a majority vote of the board members, with Bill Stults abstaining.

ADJOURNMENT TO EXECUTIVE SESSION

The Board adjourned to executive session at 7:03 to conduct deliberations with persons designated by the governing body to carry on labor negotiations.

RETURN TO OPEN MEETING

The Board returned to open meeting at 7:55.
Kay Harrison left the meeting

ORDINANCE 16-04: CREATION OF THE TABLE ROCK ROAD SEWER REIMBURSEMENT DISTRICT

This is the second reading of Ordinance 16-04.

Carl noted that there was one minor change since the first reading. One property has been added to the Ordinance. The owner of the property requested this inclusion.

Carl read the ordinance by title only.

Bill Stults motioned and Jim Lewis seconded to approval of Ordinance 16-04: An Ordinance to An Ordinance to Establish the Table Rock Road Sewer Reimbursement District. The motion carried with a unanimous vote of the remaining board members.

RESOLUTION 16-17: SCHEDULES FOR SANITARY SERWER AND STORMWATER RATES

This is an update to the rate Resolution 16-08. This includes the Eagle Point franchise fee.

Jim Lewis motioned and Bill Stults seconded to approval of Resolution 16-14: Transfer of Appropriations in FY 2016 Budget. The motion carried with a unanimous vote of the remaining board members.

RESOLUTION 16-18: Establishing EXCESSIVE MAINTENANCE FEES

RVSS has in its code that if developers build facilities that require excessive maintenance, the contractor is assessed a fee to help cover the cost of maintaining the structure.

Bill Stults motioned and Jim Lewis seconded to approval of Resolution 16-18: Establishing Excessive Maintenance Fees. The motion carried with a unanimous vote of the remaining board members.

RESOLUTION 16-19: BOARD OF DIRECTORS POLICIES

Carl presented the Board with updated policies in the August Board Meeting. This is part of the discount that RVSS receives on insurance from SDAO.

Jim Lewis motioned and Bill Stults seconded to approval of Resolution 16-19: Board of Directors Policies. The motion carried with a unanimous vote of the remaining board members.

RESOLUTION 16-20: AWARD OF BID, HIGHWAY 62 BYPASS SEWER REALIGNMENT J262

Three bids were received for the highway 62 Bypass Realignment. Knife River submitted the lowest bid of \$691,294. Staff recommends awarding Knife River the contract.

Bill Stults motioned and Jim Lewis seconded to approval of Resolution 16-20: Award of Bid for Highway 52 Bypass sewer realignment. The motion carried with a unanimous vote of the remaining board members.

PROJECT UPDATES

Nick Bakke presented the Project Updates.

J111 Crater Lane: This is going to be a CIPP project.

J200 Southern Oregon Ready Mix Bank Protection: This project is still under construction. Nick presented pictures of the progress and the restoration needs to be complete.

J232 Lozier Lane St Improvements: Jackson County and the City of Medford are reconstructing Lozier Lane. RVSS is still waiting for the City of Medford to get their contract in place.

J266 Misc. CIPP Project: The pipe behind Roadhouse Grill has deteriorated due to grease. This will be the first CIPP project to be performed.

STORMWATER UPDATES

Jennie presented her report via phone. The DEQ will not be issuing the SW Phase II permit by September 30th due to an extended comment period. They are hopefully going to be able to issue this permit by July 1st, 2017 at the earliest.

Johnathon Hogenstad has completed his internship with RVSS.

A Central Point resident, Austin Noles, discharged motor oil into a catch basin. RVSS charged him the cost of clean-up at \$739.26. If this is not paid within 90 days, it will be sent to collection.

A 1200-C permit was issued for the Veteran's Administration in White City.

Two businesses have had their stormwater management plans approved, Dollar General in Talent and Southern Oregon Vet Clinic in Central Point.

O&M UPDATES

RVSS Maintenance staff have flushed 14,612 feet of pipe and the video inspection crew has inspected 77,171 feet.

The Special Cleaning Staff have flushed a total of 7,358 feet of pipe and video inspected 710 feet.

Shady Cove Treatment Plant received 139,500 gallons of hauled septage in the month of August for a total of \$20,925.

The special cleaning totals for August are 129 combined hours of labor & equipment for a total cost of \$5,732.

The heat has effected three pump stations. The Agate Pump Station had a I/O unit replaced. Ross Lane Pump Station had a seal fail on pump #1. This has been repaired and reinstated. Foreign Trade Zone had as many as 400 starts in 24 hours. Normal pump starts are 35-42 in a 24 hour period.

Forty-eight FOG Inspections were completed in the last 30 days. Of those, 18 were in violation of not maintain their interceptor and 15 were in violation of not maintaining a maintenance log book. Nine new interceptors have been installed.

Carl spoke to the board about an issue pumpers are having with where to dispose of grease. It has been hauled to the Sutherlin area, but this facility has been shut down by the DEQ. There is a company called Sequential which processes grease for bio-diesel. The volume that would come from the valley is more than they can handle right now. RVSS is pumping about 20,000 gallons a month. Carl feels the best answer is to send it to the Medford Treatment Plant, but they currently do not want it. Chairman Bob Dunn asked Carl what can RVSS do for this problem. Carl has looked into many options, all of which would require the purchase of new equipment. Vice-Chairman Bill Stults asked if this was something RVSS could use to generate energy for pump stations. Carl feels that would not be cost effective. The Board feels that a permanent solution needs to be created.

Both GMC vehicles have been shipped from the factory and are to be picked up today.

MANAGER'S REPORT

Carl passed out to the Board Member a copy of the most recent addendum of the Government Ethics Law. This is to be added to the Board Manuals.

The Board was asked to complete a 16 question questionnaire for SDAO. This is another item to help reduce RVSS' insurance premium.

RVSS has reserved The Inn at the Commons for a 50th Anniversary Celebration on November 10th. Carl went over the guest list and asked the board for more suggestions.

CLAIMS LISTING

Bill Stults motioned and Jim Lewis seconded to approve the Claims Listing of \$1,038,328.82. The motion carried with a unanimous vote of the remaining board members.

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:40 a.m.

ROGUE VALLEY SEWER SERVICES


Robert Dunn, Chairman
Board of Directors


Joan Pariani, Executive Secretary