

**REGULAR MEETING OF BOARD OF DIRECTORS  
ROGUE VALLEY SEWER SERVICES  
March 21, 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 March 21, 2018 at 7:00 a.m.

**PLEDGE OF ALLEGIANCE**

**PRESENT**

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

**ALSO PRESENT**

Carl Tappert, Manager; Joan Pariani, Executive Secretary; Shane Macuk, Operations Manager  
Nick Bakke, District Engineer; Brenda Baldovino, Finance Director; Jennie Morgan, Stormwater  
Manager; Dan Hammond, Employee Liaison

**CONSENT AGENDA**

Wayne Brown motioned and Bill Stults seconded approval of the consent agenda consisting of Minutes of the February 21, 2018 Board Meeting. The motion carried with a unanimous vote of the all board members.

**RESOLUTION 18-03: AUTHORIZATION TO SUBMIT APPLICATION FOR OREGON DEPARTMENT OF ENERGY RENEWAL ENERGY DEVELOPMENT GRANT**

Carl asked for the Board's approval to file this grant application.

Bill Stults motioned and Kay Harrison seconded approval of the authorization to submit application for Oregon Department of Energy renewal development grant. The motion carried with a unanimous vote of the all board members.

**RESOLUTION 18-04: AWARD OF BID FOR J274 WILSON WAY SEWER EXTENSION**

Pilot Rock Excavation was the lowest bidder with a bid of \$1,297,667.50.

Bill Stults motioned and Wayne Brown seconded to award the bid to Pilot Rock for J274 Wilson way Sewer Extension. The motion carried with a unanimous vote of the all board members.

**RESOLUTION 18-05: AWARD OF BID FOR J094 SARAH LANE SEWER REALIGNMENT**

KOGAP was the lowest bid at \$105,984.

Kay Harrison motioned and Wayne Brown seconded award bid to KOGAP for J094 Sarah Lane Sewer Extension. The motion carried with a unanimous vote of the all board members.

**RESOLUTION 18-06: AWARD OF CONTRACT: OFFICE SOLAR POWER PROJECT**

Carl presented an analysis of the five proposal received for the Office Solar Project. True South Solar came in better than any of the other offers.

Wayne Brown motioned and Jim Lewis seconded approval of Resolution 18-06: Award of Contract to True South for the Office solar power project. The motion carried with a unanimous vote of the all board members.

**RESOLUTION 18-07: AWARD OF CONTRACT: DUNN POWER STATION SOLAR POWER PROJECT**

Carl presented an analysis of the five proposal received for the Dunn Solar Power station Solar Project. True South Solar offer a better warranty for this project. Carl recommends True South Solar.

Jim Lewis motioned and Wayne Brown seconded approval of Resolution 18-07: Award of Contract to True South Solar for the Dunn Power Station solar power project. The motion carried with a unanimous vote of the all board members.

**PERSONAL SERVICES CONTRACT FOR ISLER CPA, LLC**

Brenda received 2 proposals for the new audit contract. Isler CPA, LLC was the lowest bid. Brenda recommends that Isler is approved to be the financial auditor for the next five years.

Kay Harrison motioned and Bill Stults seconded approval of a personal services contract for Isler CPA, LLC. The motion carried with a unanimous vote of the all board members.

**PROJECT UPDATES**

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

**STORMWATER UPDATES**

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

**O&M UPDATES**

Shane Macuk gave an update on maintenance operations for the previous month. See O&M Report Attached.

**MANAGER'S REPORT**

The City of Shady Cove contacted Carl about a possible annexation vote on the November ballot.

Carl reminded the Board members about the SDAO best practices meeting tonight at 7:00 in the Board room.

**CLAIMS LISTING**

Kay Harrison motioned and Wayne Brown seconded to approve the Claims Listing of \$781,001.20. The motion carried with a unanimous vote of the all board members.

Chairman, Bob Dunn recognized the letter from the Government Finance Officers Association presenting the Distinguished Budget Presentation Award. RVSS has received this award for the past 11 years.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 7:50 a.m.

ROGUE VALLEY SEWER SERVICES



Bob Dunn, Chairman  
Board of Directors

  
Joan Parian, Executive Secretary



# ROGUE VALLEY SEWER SERVICES

Location: 138 West Vilas Road, Central Point, OR - Mailing Address: P.O. Box 3130, Central Point, OR 97502-0005  
Tel. (541) 664-6300, Fax (541) 664-7171 www.RVSS.us

March 20, 2018

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

## Update on Current Work:

### J094 Sarah Lane Sewer Extension (Eagle Point):

This project will replace ±550 feet of shallow asbestos and concrete sewer in poor condition as well as abandon a ±400 feet of 8 inch backyard sewer and one creek crossing. The new sewer will connect to the existing system at the future intersection of Sarah Lane and Buchanan Avenue.

- **Updates:** KOGAP Enterprises has submitted the lowest responsive bid of \$105,984.00
- **Status:** Bid/Construction

### J232 Lozier Lane Street Improvements (Medford):

Jackson County and the City of Medford will be reconstructing Lozier Lane from West Main St to Stewart Ave. RVSS system relocations include:

- Sewer laterals found to be in conflict with proposed improvements.
- A short section of 8 inch main on Prune Street.

Work on the existing sewer system will be coordinated through an add work agreement with the City and will be completed under the Lozier Lane contract.

- **Updates:** Sewer laterals will continue to be relocated as needed.
- **Status:** Construction

### J256, OR62 Rogue River Drive to Cleveland Street (Shady Cove):

This project includes sewer work associated with the Hwy 62 roadway and sidewalk improvements through Shady Cove. Work involves 14 manhole adjustments as well as one manhole abandonment and various lateral adjustments. Manhole adjustments will be completed via an add-work agreement with ODOT and the manhole abandonment will be completed by our crews.

- **Updates:** RVSS will continue to work with ODOT and the contractor to resolve any sewer conflicts.
- **Status:** Construction

### J272, OR99 Rapp Rd to North Main (Talent):

This project includes sewer work associated with the Hwy 99 road diet extension through Talent. Work involves various manhole and lateral adjustments. Manhole adjustments and select lateral relocations will be completed via an add-work agreement with ODOT. The remainder of the work will be completed by our crews.

- **Updates:** Sewer facility adjustments have been completed. Knife River Materials will begin

- construction shortly.
- **Status:** Construction

**J274, Wilson Way Sewer Extension (White City):**

This project includes 5,837 feet of new 10 and 8 inch main. The new 10 inch pipe will be bored across Highway 62 and constructed to the intersection of Dutton Road and Wilson Way. 8 inch main will be extended along Dutton Road replacing the existing 4 inch effluent sewer to just past Dutton PS #1. In addition to the immediate benefits, this project also will facilitate the future decommissioning of ±10 STEP/STEG tanks along Dutton Road and Crater Lake Highway as well as the small 'Pony Farm' pump station maintained by RVSS.

- **Updates:** Pilot Rock Excavation has submitted the lowest responsive bid of \$1,297,667.50

**Final project Statistics:**

- 5,837 feet of 10 inch & 8 inch gravity sewer, 136 foot Bore across Hwy62
  - Abandon 3 pump stations maintained by RVSS
  - Abandon 20 STEP/STEG tanks
  - Remove 2 private pressure tanks
- **Status:** Construction/Bid

**J275, Breckenridge Drive Sewer Realignment (Phoenix):**

This project will abandon one un-accessible manhole and 465 feet of backyard sewer in Phoenix. This will be accomplished by installing 150 feet of new 8 inch mainline and realigning one service lateral. This work will be performed by our construction crew this summer.

- **Updates:** Construction will begin once manhole adjustments and relocations have been completed for other projects.
- **Status:** Design/Construction

**J277, Hartley Road Grinder Pumps (Jackson County):**

This project will replace four problem STEP systems with new grinder pumps along Harley Road. A company representative will be on site to demonstrate the grinder pump installation and assist our crews with the installation process. A few benefits of the EOne grinder pump system:

- **Updates:** Welburn Electric has installed 240V power to each pump. The manufacturer's representative will be down to demonstrate installation of the EOne grinder pumps in the coming months.
- **Status:** Coordination

**J278, FY 2018 CIPP Projects (Phoenix & Talent):**

This project will utilize Cured in Place Pipe technology to line approximately 4,800 feet of existing 8, 10 and 12 inch sewer in Phoenix and Talent. CIPP technology will be utilized as an alternative to traditional trenching or pipe realignment as many of the pipes are directly adjacent to or under existing mobile homes or other structures.

- **Bid:** Insituform Technologies has won the project with a low Bid = \$347,866
- **Updates:** Submittals and project schedules are currently being finalized.
- **Status:** Construction

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**J289, E. Pine Street Improvements (Central Point):**

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The City of Central Point is widening the E Pine Street sidewalks adding planters and intersection bulb-outs from 1<sup>st</sup> Street to 6<sup>th</sup> Street. Sewer service cleanouts were to be constructed with the project for the future rehabilitation of each service lateral using trenchless CIPP tee-liners. However, during construction some of the laterals were found to be in such poor condition that installing a liner would not be an option. To avoid cutting the street in the future, the City has agreed to have the contractor replace each existing asbestos services from 6<sup>th</sup> Street to 2<sup>nd</sup> Street on a time and materials basis. Our inspector will be on site tracking all equipment materials and labor required to perform the work.

- **Updates:** Sewer lateral replacements will continue between 4<sup>th</sup> and 3<sup>rd</sup> Street in the coming weeks.
- **Status:** Construction

**J290, C Street Sewer Relocation (Jacksonville):**

This project will install approximately 866 feet of 8 inch sewer along East C, D & 9th Street in Jacksonville. The new sewer will allow the abandonment of approximately 450 feet of backyard sewer with chronic root intrusion and is also located adjacent to and under several structures. Approximately nine services will be relocated and tied into the new sewer within the public right-of-way.

- **Updates:** Our construction crew has completed the sewer work. We are working with one homeowner to finalize an easement and re-establish landscaping and irrigation.
- **Status:** Construction

**Q001, Wagner Creek Bridge, Water Quality Facility (Talent):**

This is a joint project with the City of Talent, Friends of Wagner Creek and RVSS. The project will install a water quality facility in Wagner Creek Park adjacent to the proposed pedestrian bridge. RVSS will provide design and specifications for construction of the facility and Friends of Wagner Creek will vegetate the facility once constructed. Once complete, the facility will have the capacity to treat 1.62 acres of impervious surface which is equivalent to the future buildout of Rapp Road from Wagner Creek Park to west Wagner Creek Road.

- **Updates:** Plans and specifications are complete. The project will bid shortly.
- **Status:** Design

**17-01 Table Rock Road Sewer Extension (Jackson County):**

Approximately 2000 feet of new 8" sewer will be installed along Table Rock Road from Airport Way south to the Lone Pine Creek crossing. Construction will be coordinated through an add work agreement with Jackson County and ODOT.

- **Updates:** Construction of the sewer is underway.
- **Status:** Construction



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March 21<sup>st</sup>, 2018

To: RVSS Board of Directors  
From: Jennie Morgan, Stormwater Program Manager

## **RE: Stormwater Program Update**

### **Eco-Biz**

Working on bringing an Eco-biz (Ecological Business) Certification program to the area to certify businesses that have adopted best management practices that protect stormwater runoff. The program is free and voluntary to the business. RVSS is working to develop regional interest and bring down an Eco-biz trainer to certify local staff as inspectors. The program would initially focus on entities that manage vehicle fleets or conduct auto repairs. We will be working to certify the RVSS facility, to set an example as an Eco-biz facility.

### **Rogue Valley Stormwater Quality Design Manual Update**

- Rewrote chapter 7, Submittal requirements, to more clearly specify required information and to include landscaping requirements.
- Worked with the City of Medford to revise the operation and maintenance worksheets to be used by private property owners when maintaining their stormwater facilities.
- Also working with Medford on aligning the Stormwater Operation and Maintenance Agreements that are recorded by private property owners.

### **Capital Improvements**

RVSS has been coordinating with city engineering contractors to facilitate stormwater management designs on city capital improvement projects.

- Central Point Pine St. Improvements
- Phoenix Church St. Improvements

### **Rogue River Watershed Council Donation**

\$1,000 donation to the Rogue River Watershed Council for water quality improvement efforts.

March 21, 2018

To: RVS Board of Directors

From: Shane Macuk, Operations Manager

**RE: Operations & Maintenance Report**

**Collection System**

- a. Rotational Footages: Staff have flushed a total of 38,367' and have video inspected 28,783'.
- b. Special Cleaning: Flushed 5,692'
- c. Lagoon Septage: Received 211,256 gallons of hauled septage for a total of \$31,688.40.
- d. Construction Crew: C Street main line project Jacksonville, Phoenix CIPP and Talent Hwy 99 project.
- e. Shady Cove:
  - I. Septage: The plant received 22,650 gallons of hauled septage for a total of \$3,397.50.
  - II. Special Cleaning: Flushed 1,856'
- f. Gold Hill:
  - I. Collection System: Nothing to report
- g. Special Cleaning Summary: 45.5 equipment hours and 97 labor hours were spent on special cleaning for a total cost of \$6,570.00.
- h. City of Phoenix: Cleaned storm drain.
- i. Oregon Mainline Paving: Flushed mainline after paving was completed..

**Pump Stations**

- a. Annual testing.

**FOG Update**

- a. (2) Annual, (1) Initial & (3) Compliance inspections were completed in the last 30 days. There was (1) violation of no interceptor maintenance.

**Vehicles & Equipment**

- a. New flusher truck is here.
- b. Upon further review we have decided to keep the water buffalo.