

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

**PLEDGE OF ALLEGIANCE**

**PRESENT**

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

**ALSO PRESENT**

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

**CONSENT AGENDA**

Kay Harrison motioned and Wayne Brown seconded approval of the consent agenda consisting of minutes of the October 17, 2018 Board Meeting. The motion carried with a unanimous vote of the all board members.

**ORDINANCE 18-01: AN ORDINANCE TO CORRECT A SCRIVENER'S ERROR IN THE RVSS CODE**

An error was discovered in Section 9.10.080 of the RVSS Code. The phrase 'no maintenance' was used instead of 'low maintenance'.

This particular section allows RVSS to assess an excess maintenance fee to developers when they install high maintenance public facilities when low maintenance options are available. The rationale is that private developers should not shift the economic burden of these facilities to the public. This Ordinance corrects this error.

Jim Lewis motioned and Kay Harrison seconded the first reading, by title only, of Ordinance 18-01. The motion carried with a unanimous vote of the all board members.

**FINANCIAL UPDATES**

Brenda presented the financial updates. Expenses and revenues are right at 25% and the LGIP interest rate is going up. Brenda's first quarter financials are attached.

**PROJECT UPDATES**

In Nick's absence, Carl updated the Board on current projects. Report attached

**STORMWATER UPDATES**

Jennie Morgan presented the Board with the Stormwater Program updates. See report attached.

**O&M UPDATES**

Shane Macuk presented the O&M report. See report attached.

**MANAGER'S REPORT**

Gary Hall and Mike Burrill Jr's terms are expiring on the Budget Committee. Carl has contacted them both and they are still interested in being a part of the committee. The Board was agreeable to this. Carl will prepare a resolution for the December Board meeting to re-appoint Gary and Mike.

The Shady Cove annexation was approved by the voters with a 62% majority. Carl will be meeting with the city leader over the next few weeks to begin the transition process, which will take place July 1, 2019.

The Oregon legislature passed a new Pay Equity law. Carl will prepare and analysis for the Board to review in December.


**CLAIMS LISTING**

Wayne Brown motioned and Kay Harrison seconded to approve the Claims Listing of \$1,164,029.17 The motion carried with a vote of all board members.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 7:47 a.m.

ROGUE VALLEY SEWER SERVICES

  
\_\_\_\_\_  
Bill Stults, Vice-Chairman  
Board of Directors

  
\_\_\_\_\_  
Joan Pariani, Executive Secretary



# ROGUE VALLEY SEWER SERVICES

Location: 138 West Vilas Road, Central Point, OR - Mailing Address: P.O. Box 3130, Central Point, OR 7502-0005  
Tel. (541) 664-6300, Fax (541) 664-7171 www.RVSS.us

**November 16, 2018**

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

## **Update on Current Work:**

### **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:** All sewer work on this project is complete
- **Status:** Complete

### **J240 Rostell Street Sewer Extension (Central Point)**

This project will construct a new 8 inch sewer along Rostell Street from the intersection of Bush Street to approximately 300' north of the intersection. The 8 inch main will replace the existing 6 inch shared service which serves four properties and is in poor condition. In addition, there is a sewer/storm cross-connection on the existing sewer main along Cedar Street to the north. Two inlets collect approximately a quarter acre of impervious surface drainage and are connected directly to the sewer system. The cross connection will be disconnected with this project.

- **Updates:** The City of Central Point cannot budget the storm sewer work prior to FY 2020. They have requested we design and construct a stormwater facility to accommodate the disconnected drainage. The city will reimburse RVSS for this work in July of 2019. An IGA will be created to document the arrangement.
- **Status:** Design

### **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:** All sewer work on this project is complete.
- **Status:** Complete

**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 20 STEP/STEG tanks along Dutton Road and Crater Lake Highway as well as the small 'Pony Farm' pump station maintained by RVSS.

- **Updates:** Work on this project is substantially complete. The contractor is currently working on final punch list items.
- **Status:** Construction
- **Payments:** \$49,946.44 (October)

**J299, FY 19 CIPP Projects (White City & Central Point):**

This project will utilize Cured in Place Pipe technology to line approximately 8,000 feet of existing 8, 10 and 12 inch sewer in White City and Central Point. CIPP technology will be utilized as an alternative to traditional trenching or pipe realignment where pipes are directly adjacent to or under existing mobile homes or other structures. Pipes in high traffic roadways requiring long term traffic control are also good candidates for CIPP.

- **Status:** Design

**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:** The swale has been planted and is now complete.



**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:** All sewer work has been completed on this project. Once ODOT provides a final cost for the sewer construction we will update the fair share costs for the Reimbursement District and issue connection permits.

**18-16 Coast Aluminum Sewer Realignment (Phoenix/Jackson County):**

We will partner with a private developer to realign and replace approximately 712 feet of existing deteriorating 12" concrete sewer running across 3411 & 3425 South Pacific Highway north of Phoenix. The project developer will construct an additional 370 feet of pipe during the construction of the commercial project. RVSS will reimburse the developer for costs associated with the added sewer.

- **Updates:** Sewer construction is substantially complete. Sewer manholes will be adjusted to final grade with the private site improvements.
- **Status:** Construction
- **Payments:** \$49,770 will be paid to the Developer once the sewer has been accepted by RVSS.



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

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

**RE: Stormwater Program Update**

## Salmon Watch Wrap-Up

For the second year in a row, RVSS coordinated the Salmon Watch field program for the Rogue Valley. A total of 35 classes and 1220+ students participated in the program this year, the most ever. In addition to the field program, RVSS provides in-class presentations upon request to schools within our Stormwater program boundary.

<b>RVSS Jurisdiction Schools participating in Salmon Watch</b>	<b>students</b>	<b>classes</b>
Phx. Elem.	60	2
Orchard Hill Elem.	147	5
Talent Elem.	110	4
Talent Middle/School of Design & Innovation	55	2
Talent Outdoor Disc. Program	27	1
Oak Grove Elem. (west Medford)	60	2
Hanby Middle School CAMP Charter School (includes students from entire district)	29	1
<b>Totals</b>	<b>488</b>	<b>17</b>

## RVSS Jurisdiction Schools that requested In-class visits by RVSS:

Orchard Hill Elem. School	90
Oak Grove Elem. School	60
Talent Middle School	55
Talent Elem. School	110
Hanby Middle School/CAMP	30
Phoenix High School	100
<b>Total</b>	<b>445</b>



### **Developments with RVSS Stormwater Permittees**

#### **City of Talent Potential Stormwater Master Plan Development**

Talent's Public works Director, Bret Marshall, contacted me two weeks ago and asked whether we would be interested in developing a stormwater master plan for Talent. We have expressed interest in this and are awaiting more detailed information on scope, objectives and timeline.

#### **New IGA's with Jackson County**

RVSS has drafted an IGA to manage all of the stormwater infrastructure within White City Industrial. In addition, at the request of Jackson County, we have put together an estimate of what it would cost to manage all of the infrastructure within White City Residential.

#### **City of Central Point Stormwater Program Developments**

The City of Central Point has again indicated that they may apply for their own MS4 permit.





## Salmon Watch Program Summary 2018

### Thanks for another successful season!

With generous funding from the Gray Family Foundation, fourteen partners worked together to provide six weeks of field trips, resulting in the most students served since the program returned five years ago.

# of students served: 1220+

# of classes participating: approx. 35

# of schools participating: 17

# of individual instructors contributing: 32



Identifying stream macroinvertebrates



Measuring water temperature

*... Salmon Watch was a great experience for the students. Even the most advanced kids in the group got a lot out of the day and learned some crucial things ... that they simply wouldn't have learned without that outdoor hands-on experience. Some of my most challenging environmental (science) kids picked up so much that day that I've actually been able to use their new knowledge ... ever since then.*

North Medford High School Science Teacher



Dissection of hatchery fish



### Students learn at four stations:

- Salmon Biology
- Riparian Ecology
- Water Quality
- Macroinvertebrates

November 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 58,408' and have video inspected 62,357'.
- b. Special Cleaning: Root sawed 2,342', flushed 8,338'.
- c. Lagoons: Received 134,750 gallons of septage, 20,690 gallons of port-a-potty waste and 25,705 gallons of FOG for a total of \$27,171.75.
- d. Shady Cove:
  - I. Special Cleaning: Flushed 810'.
- e. Gold Hill:
  - I. Flushed 240' and video inspected 372'.
- f. Special Cleaning Summary: 68.5 equipment hours and 138 labor hours were spent on special cleaning for a total cost of \$9,658.00.
- g. City of Grants Pass: Lateral launched and located 93 service laterals for upcoming capitol improvement project.
- h. City of Phoenix: Video inspected & flushed storm drain line on Freshwater Dr.
- i. Key Line Construction: Repaired, flushed & video inspected 8" main line on Palo Verde in Central Point that was bored through.
- j. City of Ashland: Consultation regarding video inspection of old transmission lines at water reservoir.
- k. Bureau of Reclamation: Video inspected & flushed toe drain at Agate Lake.
- l. Rogue River Valley Irrigation District: Video inspected a pipe suspected of causing a sink hole at Delta Waters Hwy 62 crossing.

**Pump Stations**

- a. No pump station alarms for the last two months.

**FOG Update**

- a. (41) Annual, (7) Initial & (18) Compliance inspections were performed in the last 30 days. There were (13) violations of no updated log book & (11) violation of no interceptor maintenance.

**Vehicles & Equipment**

- a. Nothing to report.



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November 21, 2018

To: RVS Board of Directors

From: Shane Macuk, Operations Manager

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