

**REGULAR MEETING OF BOARD OF DIRECTORS
ROGUE VALLEY SEWER SERVICES
February 16, 2022**

TIME AND PLACE OF MEETING

The regular meeting of the Board of Directors of the Rogue Valley Sewer Services, Jackson County, Oregon, was held on February 16, 2022 at noon. This meeting was held both in person and via Zoom.

PRESENT

Kay Harrison, Chair; Jim Snyder (remote), Director; Roger Thom, Director; Mike Parker, Vice-Chair
Absent: Wayne Brown, Director;

ALSO PRESENT

Carl Tappert; Manager; Brenda Baldovino (remote), Finance Director; Joan Pariani, Executive Secretary; Nick Bakke (remote), District Engineer; Jennie Morgan (remote), Stormwater Manager; Shane Macuk (remote), Operations Manager; Kevin James (remote), Treatment Plant Manager; Mike Parson, Central Point Liaison.

CONSENT AGENDA

Mike Parker motioned and Roger Thom seconded approval of the consent agenda consisting of minutes of the January 19, 2022 Board Meeting. The motion carried with a unanimous vote of the all board members.

ORDINANCE 22-01: AN ORDINANCE TO AMEND TITLE 4 OF THE ROGUE VALLEY SEWER SERVICES CODE

First Reading

This was presented last month, Some significant changes were made to the organization of the chapter but not to the substance. Because the changes were significant staff felt that this should be considered a new first reading of the ordinance.

Roger Thom motioned and Mike Parker seconded to move this Ordinance to next month for a second reading. 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 updated the Board on the stormwater program. Report is attached

O&M UPDATES

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

MANAGER'S REPORT

As the Budget process gets started, Carl asked the Board for some guidance on several issues that will affect the budget:

Staffing – Carl intends to recommend an increase in staff levels to 41 employees, The Board directed Carl to prepare the budget with the anticipated staff increases.

COLA – The CPIU which has been used in the past to adjust wages is 7.5% this year. Is the Board willing to adjust wages that much? Old Debt – Our bonded debt can be repaid in full in

October 2022. The total is approximately \$1.8 million. Does the Board want to pay off debt early?

New Debt – It appears that any federal funding from the Bipartisan Infrastructure Law (BIL) that we may receive will come through the DEQ Clean Water State Revolving Loan Fund. Under current rules DEQ can provide principal forgiveness for the lesser of 50% of a project cost or \$500,000. We would have to make an application for a loan before any level of principal forgiveness is awarded. We are not guaranteed any principal forgiveness and we would not need to sign any loans that do not have principal forgiveness.

The Board asked if we would be able to accept the financing and principal forgiveness if it was not included in the budget. Carl answered that we could still accept the financing even if it was not in the budget. The Board directed Carl to NOT include DEQ financing in the preparation of the budget.

The Board directed Carl to analyze on the effect that the COLA and debt payoff will have on the budget.

Carl is not anticipating any increase on SDC fees. Although, the permit fee has remained to same since 1996.

The agreement with Gold hill expires at the end of June 2022. Carl will be meeting with the City Manager to possibly extend this agreement. He wants to propose the same agreement that we have with an addition of an annexation clause. Kay expressed concern over an open-ended agreement and suggested that this agreement should extended for less than five years.

Carl has been in contact with the Oregon Clean Power Cooperative (OCPC). They have proposed construction of a system large enough to power the treatment plant. OCPC will provide the funding and investors. The proposal would completely offset the \$40,000 per year power bill, although RVSS would be responsible for the investor dividends, resulting in a net savings of about \$5,000 per year for the first 10 years. Also, a piece of land will need to be purchased from an adjacent owner. The current land owner is tentatively agreeable to this but there has been no discussion of costs yet. The Board would like to have a more detailed feasibility study on the topic before making any decisions.

The Budget Committee meeting is set for April 27th at noon.

CLAIMS LISTING

Mike Parker motioned and Roger Thom seconded to approve the February Claims Listing in the amount of \$916,384.78. The motion carried with a unanimous vote of the all remaining board members.

ADJOURNMENT

There being no further business, the meeting was adjourned at 1:10 p.m.

ROGUE VALLEY SEWER SERVICES



Kay Harrison, Chair
Board of Directors



Joan Pariani, Executive Secretary



February 10, 2022

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

J124, West Glenwood Pump Station Rehab:

West Glenwood Pump Station is a small duplex station installed in 1981 and serves 5 tax lots. The station was identified on the FY 2021 capital improvement plan but was not completed due to shifting of resources to the Almeda Fire recovery. Coincidentally, four of the five existing lots were burned in the Almeda Fire and the pump station was relatively undamaged. Due to the size, this pump station will be rehabbed with duplex EOne grinder pumps which are the same core pumps used to replace existing STEP systems. This will allow for easy pump replacement and standardization of our pressure systems. The new pumps will be installed inside the existing wet well and the force main will be sized and replaced to provide adequate scouring velocities.

- **Updates:** Design is approved by DEQ. Equipment is purchased.
- **Status:** Pump procurement

J176, Shady Cove Pump Station #6 Rehab:

Shady Cove Pump Station #6 was installed sometime between 1970s and early 1908s to serve 3 lots on Crater Lake Hwy adjacent to the Rogue River. The original station is a 3 foot diameter wet well equipped with one solids handling pump. The existing pumps discharge into a 3 inch diameter force main which runs approximately 50 feet west and connects to a 10" sewer main along Crater Lake Highway. Due to the size, this pump station will be rehabbed with duplex EOne grinder pumps which are the same core pumps used to replace existing STEP systems. This will allow for easy pump replacement and standardization of our pressure systems. The new pumps will be installed inside the existing wet well and the force main will be sized and replaced to provide adequate scouring velocities.

- **Status:** Design Submittal to DEQ

J178, Shady Cove Pump Station #4 Abandonment:

This project will install approximately 1300 LF of 8" gravity sewer and 675 LF of 4" force main to abandon existing Shady Cove Pump Station #4. Pump Station #4 was last upgraded in 2001 with a new wet well, controls, and pumps. The upstream sewershed area has approximately 160 residential units and consists of mostly mobile homes. Collins Way pump station was installed in 2020 downstream of PS #4 with the Flycaster Place Subdivision and was designed with the intent accepting the flows from PS #4 once abandoned.

- **Status:** Design
- **Updates:** The design is substantially complete. We plan on bidding this project for a March award.

J250, Shady Cove Pump Station #2 Rehab:

The pump station was installed in 1997 and is equipped with duplex 25 horsepower pumps and a separate wet well / dry well configuration which requires an operator to enter the dry well to access the pump controls. The existing pumps discharge into an 8" diameter force main which runs approximately 1,660 feet Northwest, crosses the Rogue River and connects to manhole #SC500184A on River St. The Station will be rehabbed with a new Flygt TOP fiberglass base, Flygt submersible pumps, variable frequency drives, valve vault and valves, and an electromagnetic flow meter. Construction is planned for this summer.

- **Status:** Design

J279, 8th & Cherry St Sewer Replacement:

This project will replace a sunken manhole and approximately 200' of 8 inch sewer currently on the special cleaning list. The manhole and adjacent sewer system will be raised to proper grade and removed from the special cleaning list. Construction is planned to begin once West Glenwood Pump Station is rehabbed this spring.

- **Status:** Design is Complete

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 install a total of 1,500 feet of 8" and 10" pipe. Large portions of the existing main will also be abandoned.

- **Updates:** This project is substantially complete. The contractor is working on punch list items.
- **Status:** Under 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 Years 2021 & 2022.

- **Updates:** The contractor has indicated that the 30" KGV has shipped. The final structural items and 30" KGV will be placed in the coming weeks.
- **Status:** Construction

I003, Lagoon Process, Wetland & Compost:

This project will start the second phase of a multi-phase project to retrofit the existing south lagoon cell. The overall multi-phased project will expand the current septage & FOG receiving capacity, enhance the wetlands in the southwest portion of the cell, and eventually create a composting facility. This portion of the

project will place the majority of the mass grading for the overall facility. Due to the scale of the earthwork, this project will be bid and is anticipated to be constructed this summer.

- **Status:** Design





ROGUE VALLEY
SEWER SERVICES
CLEAN WATER · HEALTHY COMMUNITIES

February 16th 2022

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

RE: Stormwater Program Update

Title 4 Ordinance Revision First Reading

A first, first reading of a revised Title 4 of RVSS' code was done in January. Since then significant additional changes have been made to the title, thus we are having another first reading. Title 4 addresses stormwater management and was initially adopted in 2004. The revised MS4 permit issued in March 2021 requires permittees to review their ordinances for adherence to permit requirements and update as necessary. Specific areas in which we are required to have ordinance language include:

- Illicit discharge detection and elimination (*implementation due date Feb. 28, 2022*) – must define the range of illicit discharges that are prohibited and actions to ensure compliance.
- Construction Site Runoff Control (*implementation due date Feb. 28, 2023*) – must require construction site operators to create and implement a site specific erosion and sediment control plan for sites with minimum disturbance of 7,000sf or more.
- Post-construction runoff control (*implementation due date Feb. 28, 2023*) – must require stormwater management for development or redevelopment of 5,000sf or more of impervious area
 - Must require long-term operation and maintenance of private and public stormwater management facilities
 - Must have enforcement procedures to ensure compliance

Attached are proposed revisions to RVSS' Title 4 for compliance with the MS4 permit.

L006 Lagoon Public Access

A draft report has been received from the consultant and reviewed by the advisory committee. We are now working to incorporate the grading for this project into the contract for grading the adjacent waste receiving cells. We are exploring the possibility of funding planting of the area with a Clean Water State Revolving Fund loan as well as stakeholder funding options.

Q013 Cummins Stormwater Facility

RVSS abandoned this project last year when the Cummins property owner requested compensation installation of the stormwater facility in excess of what was deemed reasonable. Recently, the property owner has reached out to RVSS and offered to donate the property.



ROGUE VALLEY
SEWER SERVICES
CLEAN WATER · HEALTHY COMMUNITIES

February 16, 2022

To: RVSS Board of Directors

From: Shane Macuk, Operations Manager

RE: Operations & Maintenance Report

Collection System

- a. Rotational Footages: Staff have video inspected 63,367' and flushed 77,679'.
- b. Special Cleaning: Flushed 4,363' and root sawed 271'.
- c. New Construction: Flushed and video inspected 364'.
- d. Requests: Video inspected 732'.
- e. Lagoons: Received 352,675 gallons of septage, 43,910 gallons of porta potty waste and 35,605 gallons of FOG for a total of \$64,828.50.
- f. Gold Hill:
 - a. Special Cleaning: Flushed 808'.
 - b. Complaint: Video inspected and flushed 250'.
- g. Special Cleaning Summary: 34 equipment hours and 59.5 labor hours were spent on special cleaning for a total cost of \$4,912.50.
- h. City of Rogue River: Unplugged stormdrain pipe.

Pump Stations

- a. Ross Lane: New pump has been installed.

Building & Grounds

- a. Nothing to report.

Vehicles & Equipment

- a. Generac 50KW Generator was sold for \$9,000.

