

**REGULAR MEETING OF THE BOARD OF DIRECTORS
ROGUE VALLEY SEWER SERVICES
July 19, 2023**

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 July 19, 2023, at noon.

PLEDGE OF ALLEGIANCE

PRESENT

Kay Harrison, Chair; Mike Parsons, Director; Roger Thom, Director; John Edwards, Director; John Quinn, Director

ALSO PRESENT

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

CONSENT AGENDA

Mike Parsons motioned and John Quinn seconded approval of the consent agenda consisting of the June 21, 2023 Board Meeting minutes. The motion was carried with a unanimous vote of all board members.

SWEARING IN OF NEWLY ELECTED DIRECTORS

RESOLUTION 23-21: APPOINTING THE BOARD OF DIRECTORS CHAIR AND OTHER POSITIONS

This resolution is updated every two years to coincide with the election.

Mike Parsons motioned and John Quinn seconded approval of Resolution 23-21. The resolution appoints Kay Harrison as Chair and Mike Parsons as Vice Chair. Regional representatives are Roger Thom and Kay Harrison, with John Quinn, Mike Parsons, and John Edwards as alternates. Also, John Quinn was appointed as the representative for the Council of Governments with Kay Harrison, Carl Tappert, and John Edwards as alternates. The motion was carried with a unanimous vote of all board members.

RESOLUTION 23-22: TRANSFER OF APPROPRIATIONS

This resolution will help clean up the FY23 Budget.

Mike Parsons motioned and John Edwards seconded approval of Resolution 23-22. The motion was carried with a unanimous vote of all board members.

RESOLUTION 23-23: AWARD OF QUOTE FOR A MEDIUM-DUTY 5500HD 4x4 STANDARD CAB TRUCK CHASSIS

Shane explained this resolution. The chassis and the Hi-Cube van with all the components are purchased separately. This is a cost-effective measure.

John Edwards motioned and Mike Parsons seconded approval of Resolution 23-23. The motion

was carried with a unanimous vote of all board members.

RESOLUTION 23-24: AWARD OF PROPOSAL FOR A HI-CUBE VAN WITH A SINGLE CONDUCTOR INSPECTION SYSTEM AND LATERAL LAUNCH CAMERA

This resolution will complete the camera truck.

John Edwards motioned and Mike Parsons seconded approval of Resolution 23-24. The motion was carried with a unanimous vote of all board members.

PROJECT UPDATES

Nick presented the Project updates. Report is attached.

O&M UPDATES

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

MANAGER'S REPORT

Carl Took a poll regarding Board meeting times. The general consensus for all involved is to keep the meetings at noon on the third Wednesday of the month.

Gold Hill has hired a new interim City Manager. Carl has received the cost estimate for the Gold Hill pipeline project. It came in at a little under 11 million, less than what Carl expected. He is still working with the funding agencies to help with this project. Carl is going to attend a Town Hall meeting at the beginning of August to inform the citizens of Gold Hill of the expense and what to expand if the City is annexed into the RVSS District.

Carl discussed his goals for the next year. He highlighted Gold Hill and the plan if the citizens elected to be part of the District. A discussion on grants and grant writing for projects. A consensus of the Board was to seek as much funding as possible to help the community. He also discussed plans for solar panels and staffing.

Carl asked the Board if they would be interested in a Board education PowerPoint at the end of the meetings in the future. The Board was very receptive to that.

SDAO has some Board training that Carl is encouraging the Board to attend. Several Board members were interested.

CLAIMS LISTING

Mike Parsons motioned and Roger Thom seconded to approve the July Claims Listing in the amount of \$1,522,068.25. The motion was carried with a unanimous vote of all board members.

ADJOURNMENT

There being no further business, the meeting was adjourned at 1:18 p.m.

ROGUE VALLEY SEWER SERVICES



Kay Harrison, Chair
Board of Directors



Joan Pariani, Executive Secretary



July 13, 2023

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

Capital Project Updates

J084, Antelope Road Rehab, WC:

This is a large project and has been on the capital improvement plan for multiple years. Recent staffing additions have allowed us to start tackling the design. The existing pipeline was constructed during the Camp White era in the 1940's and consists of concrete pipe ranging in size from 24" to 15" in diameter. There is a total of ±15,000 feet of pipe that will be replaced with larger pipes or rehabbed with CIPP liner over the course of multiple years. We've applied for Clean Water State Revolving Funds for this project.

- **Status:** Design/SRF Funding
- **Updates:** Final plans and specifications have been submitted to DEQ.

J250, Shady Cove Pump Station #2 Rehab, SC:

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

J309, ODOT Hwy 99 Rose St to Glenwood, PHX:

ODOT will be upgrading this street corridor, adding pedestrian facilities, and resurfacing the roadway. Impacts to our system include pipe/manhole relocations and grade adjustments.

- **Status:** Design
- **Updates:** ODOT has revised their design and we're currently updating our relocation plans accordingly.

J343, Vilas Siphon Abandonment, CP:

The existing 18 inch concrete sewer and cast iron siphon were installed in the late 40's along with the old CP force main (see J332) and are oversized for the contributing sewer shed. The Siphon runs under Upton Slough north of the airport and is on the special cleaning list. Given the age and size of the siphon, it's in obvious need of attention. The proposed project will abandon the siphon by replacing the existing sewer system at the intersection of Vilas and Table Rock and will direct flows north to the system along Table Rock Road. In addition, 640' of sewer south of the intersection has just recently shown to have extensive

structural damage including missing sections of pipe and will be replaced. The project will install approximately 1340 feet of 8 inch sewer and is scheduled for construction this summer.

- **Status:** Under Construction.

J350, FY 2023 CIPP Projects, JV

This project will utilize Cured in Place Pipe technology to line approximately 5,000 LF existing 8" sewer in Jacksonville. 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. Older pipes with root intrusion in high traffic roadways requiring long term traffic control are typical candidates for CIPP. We plan on bidding this project in February or March.

- **Status:** Under construction
- **Updates:** Sewer main lining is complete. Service top-hat installation is scheduled to begin later this summer.

L003, 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:** Under Construction.
- **Updates:** Power service upgrade has been installed. Electrical connections and aeration equipment are also being installed.

Q013, Cummins Stormwater Facility, Talent:

We have been working with the private property owner to construct a regional stormwater facility on the Cummins/Old Wal-Mart property in Talent. The property owner has agreed to donate the property to construct a regional facility which will provide stormwater management for a 50 acre drainage basin. RVSS will design and construct the facility. We've applied for Clean Water State Revolving Funds for this project.

- **Status:** Design.
- **Updates:** Bargain and Sales Deed paperwork has been signed and submitted to the title company. Final Design is underway and will be submitted to DEQ in the coming weeks.

Q014, 7th Street Stormwater Facility, White City:

We have been working with the private property owner to construct a regional stormwater facility on a remnant piece of property adjacent to the 7th Street Station development project on the corner of 7th Street and Antelope Road. The property owner has agreed to provide an easement to construct a regional facility which will provide stormwater management for a 54 acre drainage basin. RVSS will design and construct this facility.

- **Status:** This project will continue moving forward once the wetland delineation and permitting process is complete.

Q015, Glenwood Stormwater Facility, PX:

We've been working with ODOT to design and construct a regional stormwater facility on Jackson County property in conjunction with the Hwy 99 (J309) improvements. This facility will provide the required stormwater management for highway improvements as well as the entire ±170 acre drainage basin. We anticipate that ODOT will construct the facility and RVSS will contribute funding and provide operation and maintenance of the facility over time.

- **Status:** Design by ODOT.

C012 & C013, SCADA & UV Disinfection, Shady Cove:

This project will upgrade the SC Treatment plant SCADA system and retrofit the existing Chlorine Gas disinfection facility with a new UV Disinfection system. We will issue an RFQ to obtain a consultant to administer these projects together. We've applied for Clean Water State Revolving Funds for this project.

- **Status - SCADA:** Control Systems Northwest (CSNW) is moving forward with design of the new SCADA system.
- **Status – UV Disinfection:** We should be receiving a preliminary design memo from the consultant soon.



July 19, 2023

To: RVSS Board of Directors

From: Shane Macuk, Operations Manager

RE: Operations & Maintenance Report

Collection System

- a. Rotational Footages: Staff have video inspected 62,560' and flushed 57,345'.
- b. Special Cleaning: Flushed 8,350' and root sawed 6,988'.
- c. Requests: Flushed 2,068'.
- d. New Construction: Video inspected 1,041' and flushed 1,041'.
- e. Gold Hill:
 - a. Special Cleaning: Flushed 1,641'.

Special Cleaning Summary

- a. RVSS System: 41 equipment hours and 113 labor for a cost of \$7,734.59.
- b. Gold Hill: 4 equipment hours and 9 labor hours for a cost of \$626.92.

Treatment

- a. White City Lagoons: Received 160,510 gallons of septage, 53,225 gallons of porta potty waste and 32,000 gallons of FOG for a total of \$36,860.25.

Pump Stations

- a. Nothing to report.

Contract Work

- a. Nothing to report.

Building & Grounds

- a. Nothing to report.

Vehicles & Equipment

- a. Vactor Flusher Truck (Unit #37): Truck was damaged in an accident that involved our vehicle and another while pulling into our driveway. Repair costs are estimated to be under \$3,500. See pictures.