

**REGULAR MEETING OF BOARD OF DIRECTORS  
ROGUE VALLEY SEWER SERVICES  
March 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 March 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**

Roger Thom motioned and Jim Snyder seconded approval of the consent agenda consisting of minutes of the February 16, 2022 Board Meeting. The motion carried with a unanimous vote of the all board members.

**PUBLIC HEARING**

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

Second Reading and Approval

Chair Kay Harrison opened the Public Meeting at 12:03. No one from the public was in attendance. The Public meeting was closed at 12:04.

Roger Thom motioned and Jim Snyder seconded approval of Ordinance 22-01. The motion carried with a unanimous vote of the all board members.

**RESOLUTION 22-04: AWARD OF BID FOR J178 BROPHY ROAD PUMP STATION ABANDONMENT**

Two bids were received for this project. Pilot Rock is the apparent low bidder. Staff recommends the contract be awarded to Pilot Rock.

Roger Thom motioned and Jim Snyder seconded approval of Resolution 22-04. The motion carried with a unanimous vote of the all board members.

**EASEMENT EXTINGUISHMENT FOR J340**

This will extinguish the easement in the Talent Estates Mobile home park. After the fire the sewer main was relocated.

Roger Thom motioned and Jim Snyder seconded approval of the easement extinguishment for J340. The motion carried with a unanimous vote of the all board members.

## **EASEMENT EXTINGUISHMENT FOR BROPHY ROAD PUMP STATION**

This is for the pump station abandonment that was approved in Resolution 22-04.

Roger Thom motioned and Jim Snyder seconded approval of the easement extinguishment for Brophy Road Pump Station abandonment. The motion carried with a unanimous vote of the all board members.

## **PROJECT UPDATES**

Nick presented the project updates. Report is attached.

Mike Parker joined the meeting at 12:28

## **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**

Carl noted that the mask mandate has been lifted and the State of Emergency is due to expire at the end of March.

Carl has met with the Gold Hill City Manager regarding the IGA that expires at the end of June. He was supposed to meet with the City Council to talk about extending the agreement, but a firm date on this meeting has not been set. The City is also needing to make decisions on how to proceed with the treatment plant. Nothing else is on the calendar right now for this issue.

Carl is still contact with the Oregon Clean Power Cooperative (OCPC). He is still working on getting all aspect of this deal in place.

Carl prepared a rate analysis for the new budget year. He is recommending a \$1 monthly increase for the core area and \$1.25 for Shady Cove. He recommends that the 2013 Bonds are paid off. The big question is on labor. The Stormwater Tech and the Staff Engineer positions have been filled. Carl presented the Board with several different scenarios analyzing different cost of living adjustments, levels of capital expenses, and loan payoff. The analysis showed that the \$1 per month increase was sufficient to support the full CIP, pay off the bonds, and give a COLA equal to the consumer price index of 7.5%.

He went back several years when RVSS was still under the union. The older union contracts had COLA tied to the CPI with upper and lower limits. In the last union contract, the floor and ceiling provision was eliminated. In the 21 years under a collective bargaining agreement the lower limit was triggered six times, the upper limit was never triggered. During the final contract period there was a negative CPI, the Board did not reduce wages.

The Board is not contractually bound to tie COLA to the CPI. Carl is asking the Board for guidance as to what percent should he include in the FY23 Budget. This guidance is not binding as the Budget Committee will be the ones to approve any changes. Carl added that we have a Retirement Health Savings plan that could be adjusted as part of the COLA.

All Board members are agreeable to paying off the debt and the rate increase. Three of the four Board members present do not agree with CPI 7.5% increase. They are more in line with four or five percent. One Board member was okay with the 7.5%. The Board's consensus for the wage increase was 5%, with a possibility of a higher than CPI next year.

## **CLAIMS LISTING**

Mike Parker motioned and Roger Thom seconded to approve the March Claims Listing in the amount of \$969,641.85. The motion carried with a unanimous vote of the all remaining board members.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 1:31 p.m.

ROGUE VALLEY SEWER SERVICES



Kay Harrison, Chair  
Board of Directors



Joan Pariani, Executive Secretary



**March 2, 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 Alameda Fire recovery. Coincidentally, four of the five existing lots were burned in the Alameda 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 1980s 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, Brophy Pump Station Abandonment, SC:**

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:** Bid and Award...
- **Updates:** Bid and Award. See bid Resolution.

#### **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, 8<sup>th</sup> & 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.
- **Updates:** Our crew is planning to start construction this month.

#### **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 installed the 30" KGV and additional structural supports. See pictures and time laps video.
- **Status:** Construction

#### **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:** Design



**ROGUE VALLEY**  
SEWER SERVICES  
CLEAN WATER - HEALTHY COMMUNITIES

March 15<sup>th</sup> 2022

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

**RE: Stormwater Program Update**

**Title 4 Ordinance Second Reading**

A first reading of a revised Title 4 of RVSS' code was done in February, this will be the second 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**

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 through the stakeholders.

**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.

**Q014 7<sup>th</sup> St Station Regional Stormwater Facility**

We expect to have submitted the wetland delineation report to the Department of state Lands for verification by the March board meeting. We will be working with the property owner, Mike and Kirk



**ROGUE VALLEY**  
**SEWER SERVICES**  
CLEAN WATER · HEALTHY COMMUNITIES

Burrill to determine the approach for permitting impacts to the water feature for a proposed road crossing and the regional stormwater facility.





**ROGUE VALLEY**  
SEWER SERVICES  
CLEAN WATER - HEALTHY COMMUNITIES

March 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 62,135' and flushed 77,296'.
- b. Special Cleaning: Flushed 6,585' and root sawed 6,628'.
- c. Requests: Video inspected 349'.
- d. Lagoons: Received 295,310 gallons of septage, 36,395 gallons of porta potty waste and 24,465 gallons of FOG for a total of \$53,425.50.
- e. Gold Hill:
  - a. Special Cleaning: Flushed 1,212'.
- f. Special Cleaning Summary: 37 equipment hours and 85 labor hours were spent on special cleaning for a total cost of \$6,510.00.
- g. ODOT: Video inspected storm drain pipe on Interstate 5 at the Siskiyou Summit.

**Pump Stations**

- a. Nothing to report.

**Building & Grounds**

- a. Nothing to report.

**Vehicles & Equipment**

- a. Nothing to report.