

**REGULAR MEETING OF THE BOARD OF DIRECTORS
ROGUE VALLEY SEWER SERVICES
August 16, 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 August 16, 2023, at noon.

PLEDGE OF ALLEGIANCE

PRESENT

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

ALSO PRESENT

Carl Tappert, Manager; Brenda Baldovino, Finance Director; Shane Macuk, Operations Manager; Nick Bakke, District Engineer; and Carole Balzer, Network Administrator/Deputy Manager

CONSENT AGENDA

Mike Parsons motioned and John Quinn seconded approval of the consent agenda consisting of the July 19, 2023, Board Meeting minutes. The motion was carried with a unanimous vote of all board members.

RESOLUTION 23-25: PIPE SIZING REIMBURSEMENT RATES

Carl explained that the District Engineer calculates the pipe sizing reimbursement rates every year. Rogue Valley Sewer Services requires a developer to build larger pipe than is needed to serve a future project upstream about once per year.

Mike Parsons motioned and John Edwards seconded approval of Resolution 23-25. The motion was carried with a unanimous vote of all board members.

RESOLUTION 23-26: AWARD OF PROPOSAL – ENCLOSED CAB COMPACT RUBBER TRACK LOADER

Two bids were received in response to the request for proposal. Staff recommends accepting the proposal from Wilson Equipment.

John Edwards motioned and Mike Parsons seconded approval of Resolution 23-26. The motion was carried with a unanimous vote of all board members.

RESOLUTION 23-27: AWARD OF PROPOSAL - CENTER PIVOT BACKHOE WITH A 3-POINT HITCH AND REAR BOX BLADE

One responsible bid was received. Staff recommends accepting the proposal from Peterson CAT of Medford.

John Edwards motioned and Mike Parsons seconded approval of Resolution 23-27. The motion was carried with a unanimous vote of all board members.

Staff recommends accepting the proposal from Wilson Equipment.

FINANCIAL UPDATES

Brenda presented the fiscal year 2022 fourth quarter and year-end unaudited financial report. The revenue included about \$161,000 of sold equipment—two dump trucks, a TV van, and

furniture. The equipment is sold at the Oregon State Auction, and other items are sold via Craig's List and Facebook Marketplace.

The auditors will be arriving near the end of October 2023, to perform the annual audit.

PROJECT UPDATES

Nick presented the Project updates. Report is attached.

Carl reported that the estimate for the Shady Cove treatment plant conversion from chlorine gas to UV disinfectant system was from \$1.3 to \$1.6 million, much higher than expected. The equipment cost was in line with Carl's original estimate--\$800,000—and the remaining cost is for the rest of the work.

Three options are in front of the Board:

1. Continue pursuing the UV conversion, which will probably be a requirement in the future
2. Convert the chlorine gas system to a sodium hypochlorite infrastructure estimated at a cost of \$1 million
3. Stay with the chlorine gas sanitation system, which requires additional personnel and safety gear to handle

Carl explained that loans from the Department of Environmental Quality (DEQ) has a program to forgive principal up to \$2 million per year to a maximum of 50 percent of the loan. It is possible the principal forgiveness for the UV conversion loan could be \$700,000.

After some discussion, a consensus was reached to continue pursuing the UV sanitation system conversion.

O&M UPDATES

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

MANAGER'S REPORT

Gold Hill

Carl noted that the town hall meeting held regarding the proposed annexation was attended by people who were in favor of the annexation. The vote will be held Tuesday, August 22, 2023.

If the annexation is approved, a Request for Proposal for a design engineer will be published as soon as possible. The initial estimate for the construction of sewer to connect Gold Hill to the regional system is just under \$11 million, with \$6 million in loans and \$5 million in grants. Carl thinks construction will begin after the summer of 2024.

Carl and Brenda met with a grant administrator at the Rogue Valley Council of Governments with whom RVSS may contract to handle the grants.

The outside engineer designing the sewer would handle the environmental clearance and administer the loans.

Regional Water Reclamation Facility Improvements

It is estimated that the improvements will cause the RVSS sewer rates to increase by \$20 to \$25 per month, but it is difficult to know when the increase will reach its peak.

The Regional Rate Committee will be meeting on Monday, August 21. Kay Harrison was unsure if she could attend, but Roger Thom and John Edwards said they would.

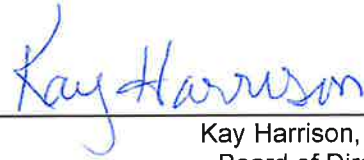
CLAIMS LISTING

Mike Parsons motioned and John Edwards seconded to approve the August Claims Listing in the amount of \$1,178,163.43. The motion was carried with a unanimous vote of all board members.

ADJOURNMENT

There being no further business, the meeting was adjourned at 1:23 p.m.

ROGUE VALLEY SEWER SERVICES



Kay Harrison, Chair
Board of Directors



Carole Balzer, Network Administrator



August 8, 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 1940s 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 contract documents have been approved by DEQ and are being compiled.

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:** We've met with ODOT to finalize all sewer relocation work for this project.

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:** Construction is complete
- **Updates:** Final punch list items to be compiled and completed.
- **Payments:** July Payment to Pilot Rock Excavation - \$120,673.75

J344, Ashland PS #2 Force Main Replacement, TA

This project will replace the existing 4" and 6" PVC Class 160 force main with a new 6" C900 pipe. The existing 4" section of force main is hydraulically problematic and class 160 pipe is thin walled and notoriously brittle. Minor modifications will also be made to the existing station valves. We plan on our construction crew installing this pipe this winter.

- **Status:** Under Design

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. The general contractor has returned to repair multiple wrinkles in the liner. Sewer service sealing/top hat installation will be completed in the next couple months.

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:** Electrical connections and aeration equipment is installed and has been tested for proper operation. Final items for the new lagoon cell operation will be the receiving station relocation and City of Medford 3 - water connection.

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 has been recorded. Final Design is underway and will be submitted to DEQ shortly.

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've received preliminary design memo from the consultant. Carl will address this in his report.



August 16, 2023

To: RVSS Board of Directors

From: Shane Macuk, Operations Manager

RE: Operations & Maintenance Report

Collection System

- a. Rotational Footages: Staff have video inspected 48,701' and flushed 20,861'.
- b. Special Cleaning: Flushed 10,615' and root sawed 32,860'.
- c. Requests: Video inspected 1,968'. And flushed 589'.
- d. New Construction: J343, conducted night work multiple nights to video inspect and flush contractor's installation and repairs of new main line ahead of acceptance.
- e. Gold Hill:
 - a. Special Cleaning: Flushed 2,020'.

Special Cleaning Summary

- a. RVSS System: 153.50 equipment hours and 348 labor for a cost of \$25,248.09.
- b. Gold Hill: 3 equipment hours and 8 labor hours for a cost of \$584.53.

Treatment

- a. White City Lagoons: Received 165,775 gallons of septage, 52,425 gallons of porta potty waste and 38,550 gallons of FOG for a total of \$38,512.50.

Pump Stations

- a. Nothing to report.

Contract Work

- a. Panic button was lost in the trash. SOS Alarm has replaced and reprogrammed .

Building & Grounds

- a. Nothing to report.

Vehicles & Equipment

- a. Vactor Flusher Truck (Unit #37): Repairs have been completed by our staff.
- b. GMC Sierra 2500HD (Unit #41): Repairs have been completed.