

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

TIME AND PLACE OF MEETING

The regular meeting of the Rogue Valley Sewer Services Board of Directors, Jackson County, Oregon, was held on April 19, 2023, at noon.

PLEDGE OF ALLEGIANCE

PRESENT

Kay Harrison, Chair; Mike Parsons, Director; Roger Thom, Director; & Jim Snyder, Director
Absent: Mike Parker, Vice-Chair

ALSO PRESENT

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

INTERESTED PARTIES

Carl introduced Garrett Hubbell from RA Murphy Construction who joined the Board meeting via Zoom. Reid Murphy, the owner of RA Murphy had written a letter to the Board regarding an incident that happened on a job site. RA Murphy did not have the proper permits and was not approved to start construction, so RVSS inspectors shut down the construction. Mr. Murphy was asking for compensation of \$9,000 in lost wages due to the shutdown. Garrett was not on the job site and is taking the accounts of the issue from his new foreman Caleb. Garrett feels that his company was disrespected and would have liked to have a phone call before shutting down an operation.

Carl researched the issue and feels that it was handled appropriately from the District's side. Several letters were sent to RA Murphy explaining that the project was not approved and what was needed for compliance. District Engineer, Nick Bakke noted that just like RA Murphy, RVSS has several pending jobs and cannot personally call every single person and/or contractor to make sure they have all their paperwork completed properly. This issue was rectified within four hours after the shutdown. Garrett also requested that Inspector Travis Lee not inspect his projects anymore. RVSS only has two inspectors and they each have their own areas. This will not change.

In the end, Garrett was happy that Nick helped him and pushed through compliance so quickly. He admitted that it was on them to acquire all necessary paperwork and was no longer seeking monetary compensation. He just felt that his company and its workers had been disrespected.

CONSENT AGENDA

Michael Parsons motioned and Jim Snyder seconded approval of the consent agenda consisting of minutes of the March 15th, 2023, Board Meeting and of four Easement Extinguishments. The motion was carried with a unanimous vote of all board members.

RESOLUTION 23-06: TRANSFER OF APPROPRIATIONS IN THE FY23 BUDGET

Funds from the Gold Hill Contingency GL need to be moved to the Fund 60 account to cover overages.

Roger Thom motioned and Jim Snyder seconded approval of Resolution 23.06. The motion was carried with a unanimous vote of all board members.

FINANCE UPDATES

Brenda presented the third quarter financials

PROJECT UPDATES

Nick presented the Project updates. Report is attached.

O&M UPDATES

Shane gave the Operation and Maintenance report. Report attached.

MANAGER'S REPORT

Gold Hill approved a Resolution asking to annex to RVSS. An annexation agreement and franchise agreement will be presented at their May Council meeting. Carl has created a timeline for the annexation, should it be approved. A Resolution will be presented at the May Board meeting of RVSS to approve an annexation vote.

Carl drafted a policy for an early retirement health care plan. If the Board is agreeable to this policy, he will bring it back as a Resolution for the May Board meeting. Carl feels that this is a good way to reward long-term employees of retirement age. No decision was made on this policy. Carl will create a new policy for consideration at the May Board meeting.

Jim Snyder announced that he would not be able to attend the Budget Committee meeting Wednesday the 26th due to the RVCOG Budget Committee meeting.

Carl gave the Board a heads-up that RVSS will be purchasing cyber security insurance. He would like to have an Executive session next month to brief the Board on our cyber-security efforts.

CLAIMS LISTING

Michael Parsons motioned and Jim Snyder seconded to approve the April Claims Listing in the amount of \$997,944.53. The motion was carried with a unanimous vote of all board members.

ADJOURNMENT

There being no further business, the meeting was adjourned at 1:36 p.m.

ROGUE VALLEY SEWER SERVICES



Kay Harrison, Chair
Board of Directors



Joan Pariani, Executive Secretary



April 13, 2023

To: RVSS Board of Directors

From: Nick Bakke, District Engineer

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:** We've submitted 90% plans to DEQ for review and met with the reviewing engineer. We are currently working a sewer flow study requested by the reviewing engineer.

J176, Shady Cove Pump Station #6 Rehab, SC:

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 replaced with duplex EOne grinder pump station. The EOne cores are the same pumps used to replace existing STEP systems allowing for easy pump replacement and standardization of our pressure systems.

- **Status:** Complete

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 complete and approved by DEQ.
- **Updates:** We are currently waiting for ODOT to obtain the required sewer easements.

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:** Administrative submittals and scheduling.
- **Updates:** The contractor is planning on starting work in early May.

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:** Administrative submittals and scheduling.

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 and aeration equipment is currently 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:** Partition is complete.
- **Updates:** We've submitted our environmental assessment to EPA and are awaiting the fate of state funding for this project.

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 and IGA
- **Updates:** ODOT has completed a draft IGA between ODOT, RVSS, and Jackson County. Currently the IGA indicates ODOT will completely fund the construction of the facility on Jackson County property and RVSS will provide long-term maintenance of the facility.

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 (RH2) has been awarded the contract for the system integrator of record. They've begun preliminary work on the SCWWTP SCADA system up-grade.
- **Status – UV Disinfection:** We had an on-site meeting with the consultant and the manufacturing reps to discuss implementation options for the UV inspection facilities. We should be receiving a preliminary design memo from the consultant soon.



April 19, 2023

To: RVSS Board of Directors

From: Shane Macuk, Operations Manager

RE: Operations & Maintenance Report

Collection System

- a. Rotational Footages: Staff has video inspected 59,758' and flushed 59,781'.
- b. Special Cleaning: Flushed 9,836' and root sawed 4,837'.
- c. New Construction: Video inspected 1,732' and flushed 1,553'.
- d. Root Foaming: Dukes Root Control completed foam root abatement on 18 pipe sections which totaled 4,241'.
- e. Gold Hill:
 - a. Special Cleaning: Flushed 2,045'.

Special Cleaning Summary

- a. RVSS System: 59.5 equipment hours and 108.5 labor for a cost of \$7,727.28.
- b. Gold Hill: 3 equipment hours and 7 labor hours for a cost of \$513.46.

Treatment

- a. White City Lagoons: Received 352,070 gallons of septage, 45,070 gallons of porta potty waste and 36,440 gallons of FOG for a total of \$65,037.00.
- b. Shady Cove: Processed solids containment area upgrade is complete.
- c. Gold Hill: Sweetwater Sanitation hauled 27,000 gallons of sludge per contract to Medford WWRF.

Pump Stations

- a. STEP System: Newly installed EOne grinder system pump was not pumping causing system to go into high water alarm. Pump was replaced and sent back for possible warranty.

Contract Work

- a. Nothing to report.

Building & Grounds

- a. Surplus furniture will be submitted to auction soon. It may be possible another agency may want the furniture. If that's the case, we'll donate it to that agency through the state surplus program.



Vehicles & Equipment

- a. 2007 Volvo Dump Truck (Unit #28): Was sold at auction for \$92,000 before state fees.
- b. 2006 Volvo Dump Truck (Unit #26): Has been submitted for auction. There is a city within the state that is interested in it.

