

**REGULAR MEETING OF THE BOARD OF DIRECTORS
ROGUE VALLEY SEWER SERVICES
December 17, 2025**

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 December 17, 2025, at noon.

PLEDGE OF ALLEGIANCE

PRESENT

John Quinn, Vice-Chair; John Edwards, Director; Ron Palmer Director; Roger Thom, Director

Absent: Kay Harrison, Chair

ALSO PRESENT

Joan Pariani, Executive Secretary; TJ Weber, Operations Manager; Carole Balzer, IT Manager/Deputy Manager; Francie Guerra, Staff Liaison; Brenda Baldovino, Finance Director; Nick Bakke, District Engineer;

CONSENT AGENDA

Roger Thom motioned, and John Edwards seconded approval of the consent agenda consisting of minutes of the November 19, 2025, Board Meeting. The motion was carried with a unanimous "AYE" vote of all Board members.

RESOLUTION 25-37: STORMWATER RATE INCREASE PHASE 2 FOR THE CITY OF TALENT

Carole explained that this Resolution will increase the funds that are collected for Talent's stormwater fee from \$5.35 to \$7.10. This is a pass-through fee and goes directly back to the City of Talent.

John Edward motioned, and Ronald Palmer seconded the approval of Resolution 25-37. The motion was carried by a unanimous vote of all Board members.

RESOLUTION 25-38: APPOINTMENT OF BUDGET COMMITTEE

Aaron Prunty and John Vial's terms for the Budget committee expire at the end of 2025. They have both agreed to be on the committee again for another three years.

John Quinn motioned, and Ronald Palmer seconded the approval of Resolution 25-38. The motion was carried by a unanimous vote of all Board members.

RESOLUTION 25-39: AMENDMENT TO EMPLOYEE COMPENSATION PLAN

The GIS/Stormwater Technician position was created. The current Stormwater Tech will take this position. Also, the Engineering Tech position was omitted from the previous compensation plan. This Resolution includes both positions.

John Quinn motioned, and Ronald Palmer seconded the approval of Resolution 25-39. The motion was carried by a unanimous vote of all Board members.

RESOLUTION 25-40: PERSONNEL POLICY UPDATE

The Personnel Policy is updated every year. The changes this time include eliminating the "Introductory Period", the addition of a work-from-home policy, and updating the holidays to include Juneteenth.

John Edward motioned, and Ronald Palmer seconded the approval of Resolution 25-40. The motion was carried by a unanimous vote of all Board members.

PROJECT UPDATES

Nick presented the Project updates. The report is attached.

O&M UPDATES

TJ updated the Board on what's happening in the Maintenance Department. The report is attached.

DEPUTY MANAGER'S REPORT

ADA web compliance is still ongoing.

Carole reminded the Board of the SDAO Conference in February.

Before Carl left, he recommended that the Board allow John Vial and/or John Levy to participate in the interview process. After some discussion, the Board felt this was an appropriate suggestion.

Carl also suggested that John Quinn and Nick Bakke have access to the LGIP so transfers can be made.

RVSS will receive a Credit Card settlement. This should come in early 2026.

Columbia Bank has sent out DocuSign forms to Board members. Carole asked the Board to sign and return it as soon as possible so that all Board members can sign checks.

Brenda needed to file an audit extension with the state and the Oregon Government Finance Officers Assoc, (OGFOA). There are no negative consequences for doing this.

CLAIMS LISTING

John Quinn motioned, and John Edwards seconded to approve the December Claims Listing for \$1,540,041.90. The motion was carried with a unanimous vote of all Board members.

ADJOURNMENT

There being no further business, the meeting was adjourned at 12:51 p.m.



Joan Pariani, Executive Secretary

ROGUE VALLEY SEWER SERVICES



John Quinn, Vice-Chair
Board of Directors



ROGUE VALLEY
SEWER SERVICES
CLEAN WATER · HEALTHY COMMUNITIES

December 10, 2025

To: RVSS Board of Directors

From: Nick Bakke, District Engineer

Capital Project Updates

G012, Gold Hill Regional Connection, GH:

This project will replace the existing Gold Hill Treatment plan with two new pump stations to convey all sewer flows within the city to the regional collection system and treatment plant. The administrative process for this project has been ongoing for multiple years. This report will cover the engineering and construction portions of the project. We've obtained a consultant (Tetra Tech, Inc.) to complete the engineering for this project and the project will be funded by state and federal funding sources.

- **Status:** Design
- **Updates:** We've sent our 95% plan and specification comments back to the consulting engineer.

J177, Shady Cove PS #3 Rehab, Shady Cove

This pump station was rehabbed in 2001 with 13 HP Pumps, valves, and controls. Unfortunately, the station valves were installed inside the existing wet well. The valves are badly corroded and not operable. The pump station will be brought up to RVSS standard with a new integrated fiberglass wetwell/valve vault, Flygt submersible pumps, variable frequency drives, valves, and an electromagnetic flow meter. Design and construction of this station will be quite challenging due to the tight quarters of the existing pump station.

- **Status:** Design

J353 Echo Way PS Rehab, Eagle Point

This pump station was installed in 2005 with 5 HP Myers Pumps in a low-lying area subject to substantial infiltration and periodic water inundation. The pump station will be brought up to RVSS standard with a new integrated fiberglass wetwell/valve vault, Flygt submersible pumps, variable frequency drives, valves, and an electromagnetic flow meter. Construction is planned for next year.

- **Status:** Design

J362 4th St Gold Hill RR Crossing Abandonment, GH

This project will install approximately 1,600' of 8 inch sewer along 4th Street in Gold Hill. The new sewer main will replace and re-grade the existing sewer system in order to abandon two of the four existing sewer mains which cross the railroad tracks. The existing 6" crossings are on the special cleaning list, sub-standard, and would be cost and administratively prohibitive to replace. There two existing crossings to remain will be rehabbed with CIPP liner. This project will be under construction this fall or early next spring.

- **Status:** Design
- **Updates:** We plan on bidding this project after the new year.

J367, FY 2026 CIPP Projects, JV

This project will utilize Cured in Place Pipe technology to line approximately 3,700 LF existing 8" and 12" sewer in Jacksonville and Gold Hill. CIPP technology will be utilized as an alternative to traditional trenching or pipe realignment where pipes are under existing structures or in high traffic roadways requiring long term traffic control. CIPP is also typically more economical than traditional dig and replace methods.

- **Status:** Construction
- **Updates:** The contractor has completed all the main lining. The service connections will be completed shortly.

L014, Lagoon Drying Beds, WC:

The next phase of the lagoon improvements will install drying beds for dredged solids from lagoon cell 1. This project will include placement of fill, grading, and paving to accommodate the new asphalt drying beds. If we move forward with this plan, we plan on bidding this project this winter.

- **Status:** Design
- **Updates:** We will be exploring an alternative plan that will pump the solids to the Medford Treatment Plant Drying Beds.

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:** Construction

C013, UV Disinfection, Shady Cove:

This project will upgrade the SC Treatment plant with a new UV Disinfection system.

- **Status:** Construction.
- **Updates:** The contractor is currently working on finishing the pole building over the new equipment. Our treatment crew has requested the contractor also install metal walls to protect the equipment from wind driven rain. We've received a reasonable quote for this work and plan on moving forward if DEQ approves the addition. This would include the cost for the walls in the loan and grant funding for the project.



ROGUE VALLEY
SEWER SERVICES
CLEAN WATER · HEALTHY COMMUNITIES

December 10, 2025

To: RVSS Board of Directors

From: TJ Weber, Operations Manager

RE: Operations and Maintenance Report

Collection System:

Flushing:

-In November, 11.6 miles of pipes cleaned.

TV Inspection:

-In November, 10.7 miles of pipes video inspected.

Pump Stations

-Vashti Pump Station new controls & VFD's installed.

Treatment Plants:

Shady Cove Treatment Plant:

-UV System is running well.

Gold Hill Treatment Plant:

-Nothing to report

Lagoon:

-November total Septic, FOG, and PPW received 414,713 gallons.

-Fog 29,540

-PPW 44,920

-Septic 340,253

Staff: Brent passed the Oregon DEQ Wastewater Collections IV Certificate.

Discussion: Sewer Explosion causing manhole lids to be propelled up into the air due to a Propane leak from Harry and David.

