

ROGUE VALLEY SEWER SERVICES

Regular Meeting of the Board of Directors

138 West Vilas Road

Central Point, OR 97502

March 18, 2026

Noon

PRELIMINARY AGENDA

I. CONSENT AGENDA

- a. Minutes of the Regular Meeting of February 18, 2026.

Action: Review/Approval

II. FINANCE

- a. Audit Presentation

Action: Information/Discussion

III. PROJECT UPDATE

- a. Updates

Action: Information/Discussion

IV. O&M UPDATES

- a. Collection System

- b. Treatment Plants

Action: Information/Discussion

V. DEPUTY MANAGER'S REPORT

- a. General Manager

- b. Budget Prep

- c. Board Room AV System

- d. Gold Hill Intertie Project Update

- e. Vehicle Shed Solar Power

Action: Information/Discussion

VI. CLAIMS LISTING

- a. Approval of March Listing

Action: Review/Approval

ADJOURNMENT

Notice of Availability of Proposed Ordinances and Resolutions – Copies of Proposed Ordinances and Resolutions are available at the RVS Office upon request.

*This agenda item is provided by the Board of Directors for questions or statements by persons in the audience on any item of business regarding Rogue Valley Sewer Services. Persons wishing to speak are requested to announce their names and residence addresses prior to giving statements.

Those wishing to speak on public hearing items should wait for the hearing.

The Mission of Rogue Valley Sewer Services (RVSS) is to:

- **“Manage, maintain, and improve storm and wastewater systems to protect and preserve public health, quality of life, and economic vitality in our community.**

**REGULAR MEETING OF THE BOARD OF DIRECTORS
ROGUE VALLEY SEWER SERVICES
February 18, 2026**

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 February 18, 2026, at noon.

PLEDGE OF ALLEGIANCE

PRESENT

Kay Harrison, Chair; John Quinn, Vice-Chair; Ron Palmer, Director; John Edwards, Director

Absent: Roger Thom, Director

ALSO PRESENT

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

CONSENT AGENDA

John Quinn motioned, and Ron Palmer seconded approval of the consent agenda consisting of minutes of the January 21, 2026, Board Meeting. The motion was carried with a unanimous vote of all Board members.

PUBLIC HEARING ON RESOLUTION 26-01: ESTABLISHMENT OF METHODOLOGY FOR THE CALCULATION OF SYSTEM DEVELOPMENT CHARGES

Chair Kay Harrison opened a public hearing on the Establishment of the methodology for the calculation of system development charges at 12:03 p.m. Carl explained the new methodology and why it should be changed. The hearing was closed at 12:21 p.m.

Ron Palmer motioned, and John Quinn seconded the approval of Resolution 26-01. The motion was carried by a unanimous vote of all Board members.

RESOLUTION 26-02: SETTING RATES FOR SYSTEM DEVELOPMENT CHARGES

New rates are set with the new methodology in place.

Ron Palmer motioned, and John Edwards seconded the approval of Resolution 26-02. The motion was carried by a 3-1 vote. John Quinn voted "no".

RESOLUTION 26-03: APPROVING A CHANGE OF AUTHORIZED CONTACT FOR MISSION SQUARE PLANS

Carl was the point of contact for all Mission Square Plans. This Resolution will change the authorized contact from him to Carole Balzer.

Ron Palmer motioned, and John Quinn seconded the approval of Resolution 26-03. The motion was carried with a unanimous vote of all Board members.

FINANCE UPDATES

Brenda requested April 22, 2026, at noon to be the date and time for the Budget Committee meeting. The Board agreed to this.

PROJECT UPDATES

Nick updated the Board on the progress of projects. 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

True South Solar will install solar panels on the vehicle shed. Reinforcing the shed is not needed according to their engineer.

The new website is up and running. The new website is ADA-compliant.

The OSHA violation discussed last month has been received. The Board decided not to appeal the action and just to pay the full fine.

The Board dinner was discussed once again. A decision was made to have it at the Talon Grill in Eagle Point on March 15th.

Kay and Carole attended a session at the SDAO conference on Employee Expectations. They want to make a list of expectations for the new manager. Several items were discussed. Joan will transcribe these expectations into a letter for the new manager.

CLAIMS LISTING

John Quinn motioned, and John Edwards seconded to approve the February Claims Listing for \$1,615,583.54. The motion was carried with a unanimous vote of all Board members.

ADJOURNMENT

There being no further business, the meeting was adjourned at 1:30 p.m.

ROGUE VALLEY SEWER SERVICES

Kay Harrison, Chair
Board of Directors

Joan Pariani, Executive Secretary



February 11, 2026

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:** The following major items must be completed and/or confirmed prior to securing funding and moving to the bidding process:
 - o Complete the cultural resources review and construction monitoring plan
 - o Complete and sign the railroad crossing agreements
 - o The final plans and specs must be reviewed and completed
 - o The ODOT Rogue River Bridge project is scheduled for September 2026. ODOT has confirmed this project will go through. It should be noted this is only as good as ODOT's confirmation and confidence in their funding.

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've been sidetracked with some other urgent matters but we still plan on bidding this project this spring.

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 is back on site and is finishing up the project.

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 steel building walls and grating over the UV Flow channel. We will likely issue a substantial completion notice once these items are complete.



ROGUE VALLEY
SEWER SERVICES
CLEAN WATER - HEALTHY COMMUNITIES

February 12, 2026

To: RVSS Board of Directors

From: TJ Weber, Operations Manager

RE: Operations and Maintenance Report

Collection System:

Flushing:

-In January, 13.2 miles of pipes cleaned.

TV Inspection:

-In January, 5.3 miles of pipes video inspected.

Side Work

-Medford Airport Storm Drains 4hr TV.

-MID 3.5hr TV.

-ODOT 1hr TV.

Treatment Plants:

Shady Cove Treatment Plant:

-OSHA report attached.

Gold Hill Treatment Plant:

-Nothing to report.

Lagoon:

-January total Septic, FOG, and PPW received 495,101 gallons.

-Fog 31,955

-PPW 41,995

-Septic 421,151

Staff: Michael passed the Oregon DEQ Wastewater Collections 4 Certificate.



ROGUE VALLEY
SEWER SERVICES
CLEAN WATER - HEALTHY COMMUNITIES

March 10, 2026

To: RVSS Board of Directors

From: Nick Bakke, District Engineer

General Engineering Department Updates:

The MS4 permit has been distributed by DEQ and is out for public comment. We will be working with our partner agencies (local SWAT, ACWA, etc...) to review and provide comment to the permit. Unfortunately, if history is any guide, DEQ accepts comments but does not significantly address them.

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:** The following major items must be completed and/or confirmed prior to securing funding and moving to the bidding process:
 - o Complete the cultural resources review and construction monitoring plan
 - We've met with the national archaeologist with USDA who plans on issuing an adverse impact determination for the work at the treatment plant. The impacted parties (tribes) will have 30 days to respond to this letter. After 30 days, negotiations will begin to determine the extent of a mitigation plan.
 - o Complete and sign the railroad crossing agreements
 - o The final plans and specs must be reviewed and completed
 - o The ODOT Rogue River Bridge project is scheduled for September 2026. ODOT has confirmed this project will go through. It should be noted this is only as good as ODOT's confirmation and confidence in their funding.

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

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. The two existing crossings that will remain will be rehabbed with CIPP liner. This project will be under construction this fall or early next spring.

- **Status:** Design
- **Updates:** Our crew is performing some final pot-hole investigations on existing water lines. We plan on awarding this project in April pending the waterline investigations.

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:** We are waiting on the final TV footage to accept the project.

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:** O&M is looking into a plan to dredge and remove built up solids in cell one as a stop-gap prior to moving forward on a permanent solution. We will continue to investigate a partnership with Medford to accept pumped solids in their drying beds next door.

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:** We have performed the final walk though and compiled the final punch list items for the project. The project will be accepted once the punch list is complete.



ROGUE VALLEY
SEWER SERVICES
CLEAN WATER - HEALTHY COMMUNITIES

March 11, 2026

To: RVSS Board of Directors

From: TJ Weber, Operations Manager

RE: Operations and Maintenance Report

Collection System:

Flushing:

-In February, 10 miles of pipes cleaned.

TV Inspection:

-In February, 8.4 miles of pipes video inspected.

Pump Station:

-Justice Pump Station new control cabinet and VFD drives.

Treatment Plants:

Shady Cove Treatment Plant:

-Nothing to report.

Gold Hill Treatment Plant:

-Nothing to report.

Lagoon:

- February total Septic, FOG, and PPW received 495,101 gallons.

-Fog 45,035

-PPW 40,568

-Septic 392,581



ROGUE VALLEY
SEWER SERVICES
CLEAN WATER · HEALTHY COMMUNITIES

March 18, 2026

To: RVSS Board of Directors
From: Carole Balzer, Deputy Manager

RE: March 2026 Deputy Manager's Report

Consent Agenda:

1. February regular Board Meeting minutes

Audit Report Presentation

Cody Savey from our auditing firm Isler CPA presented the audit report.

General Manager: Rogue Valley Sewer Services' General Manager Mike Zarosinski started on Monday, March 16, 2026. Welcome.

Budget Prep: We are in the process of preparing the budget for next year. Attached is a memo outlining the assumptions we will be making for this preparation for your review.

Board Room AV System Four Proposals were received ranging from over \$40,000 to almost \$100,000.

Gold Hill Regional Intertie Project Update: We continue to finalize the design phase of the project.

The USDA Rural Development national office is working with the tribes. We are hoping to have a Memorandum of Agreement by August, 2027.

We have applied for a U.S. Senate Fiscal Year 2027 Community Initiated Project grant for a maximum of about \$3.4 million to help pay for the two pump stations needed for this project. As part of the application, a minimum amount was requested which would help pay for the pump station near the Gold Hill Treatment Plant.

Vehicle Shed Solar Power Project: The next step for this project is for True South Solar to schedule the work.



ROGUE VALLEY
SEWER SERVICES
CLEAN WATER · HEALTHY COMMUNITIES

March 18, 2026

To: RVSS Board of Directors
From: Michael Zarosinski, P.E., General Manager

RE: Budget Assumptions

We are in the process of preparing the budget for Fiscal Year 2027. Before we finalize the proposal I want the Board to be aware of the major assumptions we are making and to have a chance to provide feedback.

Cost of Living Adjustment: I am proposing a cost of living adjustment of 2.4% for all employees. This is equal to the January CPI.

Health Insurance: SDIS has indicated that the average health insurance increase for next year will be between 7 and 8 percent, though the increases for each district will vary. As a conservative measure we are estimating that the cost of our health insurance will increase by 8%.

Staff Levels: We are not proposing any additional employees. Our current budget calls for a total staff level of 39 employees.

Capital Improvement Plan: Our 5 year capital improvement plan calls for expenses of \$15.6 million from the General Fund; \$3.4 million from the Interceptor Fund; \$850,000 from the White City Storm Drain fund; \$700,000 from the Stormwater Fund; \$4.1 million from the Treatment Fund; and \$16.1 million from the Gold Hill fund.

Financing: We are currently using DEQ Clean Water State Revolving Loan funding for three projects with a combined estimated cost of \$8.8 million. We anticipate that approximately \$3 million of this debt will be forgiven and the remainder paid back over a term of 30 years. Both projects are completed, and we will begin the repayment schedule next fiscal year.

We are currently funding the design of the Gold Hill intertie through a loan with Business Oregon. The design will be complete this year, and payment on that loan will begin in FY 2027. The construction will be paid for through a combination of loans and grants. Repayment of the loans will begin within 1 year after the project is complete, which is expected to be some time in 2028.

Treatment Charges: The July, 2026 rate will be increased by 15%.

Gold Hill Loan Assumptions: RVSS has assumed two Gold Hill loans. One through Business Oregon with annual payments of approximately \$30,000 per year and one through the United States Department of Agriculture with annual payments of \$27,297.

Rate Recommendation: Based on our cash flow projections for the next 5 years a rate increase in the core area is recommended from \$31.00 to \$35.00 per month. This is slightly less than 13% increase.

In Shady Cove an increase from \$50.00 to \$51.40 is recommended. Shady Cove has a 7% franchise tax so the effective rate will go from \$53.50 to \$55.00, an increase of approximately 2.8%.

In Gold Hill a rate increase from \$80.95 to \$88.57 is recommended. With the 5% franchise fee added this will increase rates from \$85.00 to \$93.00 for a single family home. This increase will be entirely dedicated to the debt reserve fund.

It is recommended that stormwater rates remain as they are.

The SDC methodology was updated in February of this year. The Board approved the following fee changes:

- Discontinuing the:
 - Interceptor Development Charge
 - Eagle Point Trunk Development Charge
 - White City Trunk Development Charge
- Increasing the Collection System Development charge from \$1,000 to \$2,100 per ERU
- Aligning the Shady Cove and Gold Hill Treatment SDC with the Regional SDC charges effective each July. They are currently \$1,959.90 per single family residence.