

**REGULAR MEETING OF THE BOARD OF DIRECTORS  
ROGUE VALLEY SEWER SERVICES  
February 15, 2023**

**TIME AND PLACE OF MEETING**

The regular meeting of the Rogue Valley Sewer Services Board of Directors, Jackson County, Oregon, was held on February 15, 2023, at noon.

**PLEDGE OF ALLEGIANCE**

**PRESENT**

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

**ALSO PRESENT**

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

**CONSENT AGENDA**

Michael Parsons motioned and Roger Thom seconded approval of the consent agenda consisting of minutes of the January 18, 2023, Board Meeting. The motion was carried with a unanimous vote of all the Board members.

**FINANCE UPDATES**

Brenda presented the second quarter financial report. She noted that the report shows a negative cash balance at the end of December that was rectified by January 2<sup>nd</sup>.

Also, she set the date of the Budget Committee Meeting for April 26, 2023, at noon.

**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**

In Carl's absence, Carole gave his manager's report.

In preparation for the FY24 budget, Carl suggested to the Board that in addition to the COLA adjustment that is usually given in July, he would like to see all employees get an additional 3% to make up for the difference from July 2022. His idea is to have all employees, not just exempt employees, contribute the additional 3% to an RHS. Also, a tiered after-retirement health insurance compensation was presented. After much discussion, the three attending Board members decided to table this issue until there is a full Board in attendance.

Carl, Kevin, and Shane attended the Gold Hill pre-proposal meeting for the new system's operator. Two prospective companies also attended.

A letter was received from DEQ regarding the stormwater violations discussed at last month's meeting. All obligations have been met and violations corrected.



Carole asked the Board whom they would like to invite to the Board dinner on April 15<sup>th</sup>. It was decided to invite all who have been invited in the past.

**CLAIMS LISTING**

Michael Parsons motioned and Roger Thom seconded to approve the February Claims Listing in the amount of \$802,898.66. The motion was carried with a unanimous vote of all board members.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 1:07 p.m.

ROGUE VALLEY SEWER SERVICES

  
\_\_\_\_\_  
Kay Harrison, Chair  
Board of Directors

  
\_\_\_\_\_  
Joan Pariani, Executive Secretary





February 8, 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 (likely with larger pipes) or rehabbed with CIPP liner over the course of multiple years. However, it's anticipated that the full scope of the project will be designed once. We've applied for Clean Water State Revolving Funds for this project.

- **Status:** Design
- **Updates:** We've received the RR's cost estimate for boring and installing a new crossing. In turn, we are researching the viability of historic easements for occupation of the crossing without paying a yearly fee to the RR.

We've also continued the SRF cross cutting process and had a disappointing meeting the NMFS who are in charge of providing impact statements for endangered species. Although there is no formal outcome yet, it's possible the project may require the installation of stormwater treatment facilities to mitigate the impact of the sewer construction.

**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:** ODOT right-of-way permitting
- **Updates:** Our crew will likely complete this work between working on the Lagoons and Hwy 99 relocations.

**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:** Our relocation plans have been reviewed by ODOT and revised per their comments. 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:** Design
- **Updates:** We plan on bidding this project in the next couple months.

**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:** Design is 90% complete.

**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:** Our crews will coordinate excavation and placement of the electrical conduits once the permits are obtained by our electrician.

**Q010, West Valley View Road, Talent:**

The City of Talent is installing a 'Road Diet' from Bear Creek to Hwy 99 along West Valley View Road. Stormwater planters will be installed along the corridor to treat the roadway runoff. RVSS stormwater incentive funds were contributed to the project to construct the stormwater planters/facilities. This project is designed and constructed by the City of Talent.

- **Status:** Construction
- **Updates:** The corrective punch list items have been completed. Incentive program funding will be released once informational signs are placed at the facilities.

**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 application.
- **Updates:** The partition application has been accepted and approved by the city and submitted to the County for review and approval.

Similar to the Antelope Road Project, we're navigating the SRF cross cutting process and had another disappointing meeting the NMFS. Although there is no formal outcome yet, it is possible requirements from NMFS will push the project delivery into 2025.

**Q014, 7<sup>th</sup> 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 7<sup>th</sup> Street Station development project on the corner of 7<sup>th</sup> 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.

**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 are planning an on-site meeting this month with the consultant and the manufacturing reps to discuss implementation options for the UV inspection facilities.





February 15, 2023

To: RVSS Board of Directors

From: Shane Macuk, Operations Manager

**RE: Operations & Maintenance Report**

**Collection System**

- a. Rotational Footages: Staff has video inspected 47,910' and flushed 66,254'.
- b. Special Cleaning: Flushed 7,968'.
- c. Requests: Flushed 448' and video inspected 325'.
- d. Lagoons: Received 344,065 gallons of septage, 39,780 gallons of porta potty waste, and 40,062 gallons of FOG for a total of \$63,586.05.
- e. Gold Hill:
  - a. Special Cleaning: Flushed 2,320'.
  - b. Special Cleaning Summary: 2 equipment hours and 5 labor hours were spent on special cleaning for a total cost of \$358.46.
- f. Special Cleaning Summary: 44 equipment hours and 81 labor hours were spent on special cleaning for a total cost of \$5,601.90.

**Pump Stations**

- a. Nothing to report.

**Building & Grounds**

- a. Nothing to report.

**Vehicles & Equipment**

- a. Unit #32 (2015 Silverado 1500 4x4): Back in the shop to remedy a crankshaft sensor issue from the factory.
- b. 1994 Sreco Easement Flusher: Has been submitted for auction.

