

**REGULAR MEETING OF BOARD OF DIRECTORS
ROGUE VALLEY SEWER SERVICES
July 20, 2022**

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 July 20, 2022 at noon.

PLEDGE OF ALLEGIANCE

PRESENT

Kay Harrison, Chair; Jim Snyder, Director; Mike Parker, Vice-Chair; Roger Thom, Director; Mike Parson, Central Point Liaison

Absent: Jim Lewis, Director

ALSO PRESENT

Carl Tappert, Manager; Brenda Baldovino, Finance Director; Joan Pariani, Executive Secretary; Jennie Morgan, Stormwater Manager; Shane Macuk, Operations Manager; Nick Bakke, District Engineer

CONSENT AGENDA

Mike Parker motioned and Jim Snyder seconded approval of the consent agenda consisting of minutes of the June 15, 2022 Board Meeting. The motion carried with a unanimous vote of the all board members.

RESOLUTION 22-17: APPOINTING BOARD OF DIRECTORS CHAIR AND OTHER POSITIONS

Carl explained that this Resolution will expire in one year, instead of two, so that it is updated on election years.

Mike Parker motioned and Jim Snyder seconded approval of Resolution 22-17. The resolution appoints Kay Harrison as Chair and Mike Parker as Vice Chair. Regional representatives are Kay Harrison and Roger Thom, with Mike Parker, Jim Lewis, and Jim Snyder listed as alternates. The motion carried with a unanimous vote of the all board members.

PROJECT UPDATES

Nick presented the Project updates. Report is attached.

STORMWATER UPDATES

Jennie then updated the Board on Stormwater department activities.

O&M UPDATES

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

MANAGER'S REPORT

The City of Gold Hill still has not made any decisions on how to proceed with their treatment plant issue. The City council toured the Shady Cove, Medford and Rogue River treatment plants. Carl plans on making a presentation to the council in the next month or so to try to get them to make a decision.

CLAIMS LISTING

Mike Parker motioned and Roger Thom seconded to approve the July Claims Listing in the amount of \$860,683.38. The motion carried with a unanimous vote of the all board members.

ADJOURNMENT TO EXECUTIVE SESSION

The Board adjourned to Executive Session at 12:40 p.m. to review and evaluate the performance of an officer, employee or staff member if the person does not request an open meeting. This reason for execution session may not be used to do a general evaluation of an agency goal, objective or operation or any directive to personnel concerning those subjects.
ORS 192.660(2)(1) and 192.660(8)

RETURN TO OPEN MEETING

The Board returned to open meeting at 1:40. The Board would like to have Carl prepare a salary analysis of Managers working from government agencies locally. This will be revisited at the August Board meeting.

ADJOURNMENT

There being no further business, the meeting was adjourned at 1:45 p.m.

ROGUE VALLEY SEWER SERVICES



For Kay Harrison, Chair
Board of Directors



Joan Pariani, Executive Secretary



July 20th, 2022

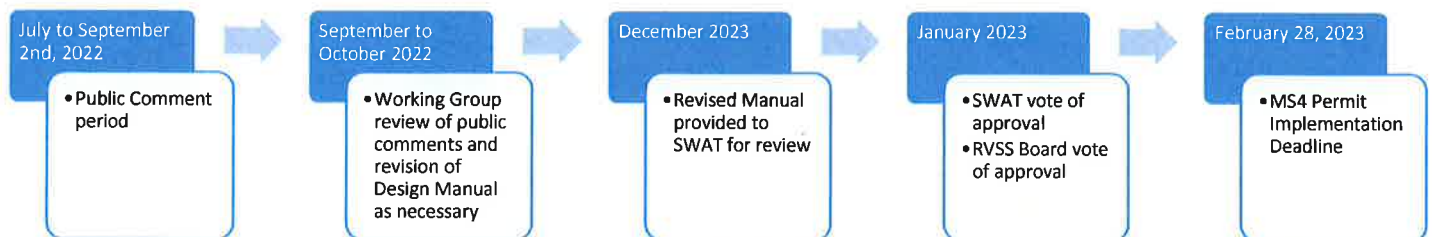
To: RVSS Board of Directors

From: Jennie Morgan, Stormwater Program Manager

RE: Stormwater Program Update

Rogue Valley Stormwater Quality Design Manual

The Design Manual is out for public comment until September 2nd, 2022. Notices were directly emailed to over 100 individuals in the engineering, planning, architecture and environmental interest groups, additionally RVSS municipality contacts were notified. A public presentation and question and answer session will be held July 28th 2:30-4:30. If you are interested in the Design Manual, [click here](#), to download the document. Below is the timeline that we are following to hit the permit specified deadline for implementation.



Public Education and Outreach Events

- In June, our SW Technician taught 40 campers about stormwater filtration through at Jackson Soil and Water Conservation District's Natural Resource Day Camp. Campers made their own stormwater filters to take home.
- In July, our SW Technician attended Phoenix's Dog Days of Summer event to educate about proper pet waste disposal and lawn care practices that reduce pesticide runoff.

Rogue River Watershed Council Annual Donation

We received the attached thank you letter from the RRWC for the donation the Board approved last month.



July 20, 2022

To: RVSS Board of Directors

From: Shane Macuk, Operations Manager

RE: Operations & Maintenance Report

Collection System

- a. Rotational Footages: Staff have video inspected 83,605' and flushed 38,480'.
- b. Special Cleaning: Flushed 6,704' and root sawed 3,869'.
- c. Lagoons: Received 164,400 gallons of septage, 61,745 gallons of porta potty waste and 17,840 gallons of FOG for a total of \$36,597.75.
- d. Gold Hill:
 - a. Special Cleaning: Flushed 1,616'.
- e. Special Cleaning Summary: 34.5 equipment hours and 92.5 labor hours were spent on special cleaning for a total cost of \$7,297.50.

Pump Stations

- a. Nothing to report.

Building & Grounds

- a. Replaced HVAC unit that supplies front office with AC.
- b. Preparing to replace entire HVAC system in front office building next budget cycle.

Vehicles & Equipment

- a. Still waiting the completion of the second dump truck. In process of installing dump bed assembly. Hopefully delivered this month.



RVSS
JUN 29 2022
RECEIVED

Jun 27, 2022

Rogue Valley Sewer Services
PO Box 3130
Central Point, OR 97502

Dear RVSS,

Thank you for supporting our programs at the Rogue River Watershed Council.

With the help of donors like you, we can continue program development that makes a measurable difference towards restoring high-quality habitat for fish and wildlife in our rivers and streams. Your support reflects your commitment to stewardship of the Rogue River watershed and helps us strengthen our connection with the community.

Together we are working towards increasing the resiliency of watersheds in the Rogue Basin. We appreciate your contribution and look forward to a continued connection into the future.

Thank you again for your support.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Brian R. Barr', with a stylized flourish at the end.

Brian R. Barr
Executive Director

*What very appreciative of your
long-standing support, Jennie & Carl.
Thank you!
TB*

Donation Value: \$1,000.00

*This letter is written acknowledgement that we have received your donation and no goods or services were provided in exchange.
Rogue River Watershed Council is a 501(c)(3) nonprofit organization EIN# 11-3823736*

Rogue River Watershed Council
89 Alder Street, Central Point, OR 97502
541-423-6158
www.rogueriverwc.org



July 19, 2022

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 (attached map)

J124, West Glenwood Pump Station Rehab, JC/PX:

West Glenwood Pump Station is a small duplex station installed in 1981 and serves 5 tax lots. The station was identified on the FY 2021 capital improvement plan but was not completed due to shifting of resources to the Alameda Fire recovery. Coincidentally, four of the five existing lots were burned in the Alameda Fire and the pump station was relatively undamaged. Due to the size, this pump station will be rehabbed with duplex EOne grinder pumps which are the same core pumps used to replace existing STEP systems. This will allow for easy pump replacement and standardization of our pressure systems. The new pumps will be installed inside the existing wet well and the force main will be sized and replaced to provide adequate scouring velocities.

- **Status:** Pump procurement
- **Updates:** Design is approved by DEQ. Equipment is estimated to arrive in early May.

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

Shady Cove Pump Station #6 was installed sometime between 1970s and early 1908s 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:** Pump procurement.
- **Updates:** Design Submittal to DEQ has been approved. Equipment is ordered.

J178, Brophy Pump Station Abandonment, SC:

This project will install approximately 1300 LF of 8" gravity sewer and 675 LF of 4" force main to abandon existing Shady Cove Pump Station #4. Pump Station #4 was last upgraded in 2001 with a new wet well, controls, and pumps. The upstream sewershed area has approximately 160 residential units and consists of mostly mobile homes. Collins Way pump station was installed in 2020 downstream of PS #4 with the Flycaster Place Subdivision and was designed with the intent accepting the flows from PS #4 once abandoned.

- **Status:** Administrative completion.
- **Updates:** The project construction is complete. Final change order to the unstable trench conditions is being negotiated with the contractor.

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

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:** Due to the location, construction for this project will be performed at night and will require one inspector to devote all of their time to this one project. Given our inspection capacity we will be postponing construction of this project until next year.

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:** Dewatering and administrative submittals