

**REGULAR MEETING OF BOARD OF DIRECTORS  
ROGUE VALLEY SEWER SERVICES  
August 17, 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 August 17, 2022 at noon.

**PLEDGE OF ALLEGIANCE**

**PRESENT**

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

Via Zoom: Kay Harrison, Chair;

**ALSO PRESENT**

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

**Absent:** Jennie Morgan, Stormwater Manager

**CONSENT AGENDA**

Kay Harrison motioned and Jim Snyder seconded approval of the consent agenda consisting of minutes of the July 20, 2022 Board Meeting. The motion carried with a unanimous vote of the all board members.

**FINANCE UPDATES**

Brenda updated the Board on the unaudited 4<sup>th</sup> quarter financial report. All is well. The Auditors will be here in October for their annual audit.

**PROJECT UPDATES**

Nick presented the Project updates. Report is attached.

**O&M UPDATES**

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

**MANAGER'S REPORT**

Carl mentioned the passing of Jim Lewis. Jim's obituary was presented to the Board members. This was an article written by Buffy Pollock of the Mail Tribune. She titled it "A Solidly Decent Human Being" This sums up how everyone felt about Jim. Carl will look for a new Board member by contacting city council members and budget committees.

Jerry Breckenridge, City Manager of Gold Hill has resigned. This is the 5<sup>th</sup> City Manager since RVSS started contracting with Gold Hill. Because of turnover and no real leadership, the city has not made any decisions or any attempts at making decisions on what they want to do with their treatment plant issue. The deadline for a decision on the treatment plant was September 2021. Carl feels that this is a violation of the contract with RVSS. He would like to give Gold Hill notice of termination, according to the contract. Carl asked for the Board's guidance on this matter. After much discussion, the Board wants Carl to talk to DEQ and see what they would do if RVSS termination the contract. The Board also wants Carl to push Gold Hill for more answers. This will be discussed again at the next Board meeting.



Carl wants to start selling RVSS' surplus property through the State. He asked the Board to sign the agreement to do so.

Kay Harrison motioned and Jim Snyder seconded approval of the contract for the sale of surplus equipment through the Oregon Department of Administrative Services. The motion carried with a unanimous vote of the all board members.

RVSS is working with Workspace to re-configure and update the O&M department. Because this estimate for this job is over \$5,000, Carl is asking the Board for a Sole Source Procurement agreement. Workspace specializes in this area and there are no other business in the valley, at this time, that could do this for the price.

Roger Thom motioned and Jim Snyder seconded approval of a Sole Source Procurement Agreement. The motion carried with a unanimous vote of the all board members.

#### **CLAIMS LISTING**

Kay Harrison motioned and Jim Snyder seconded to approve the August Claims Listing in the amount of \$1,024,865.90. The motion carried with a unanimous vote of the all board members.

#### **ADJOURNMENT TO EXECUTIVE SESSION**

The Board adjourned to Executive Session at 1:00 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)(l) and 192.660(8)

#### **RETURN TO OPEN MEETING**

The Board returned to open meeting at 1:47. A motion was made to give Carl a \$10,000 bonus in lieu of a raise.

Kay Harrison motioned and Roger Thom seconded to approve the motion of a bonus. The motion carried with a unanimous vote of the all board members.

#### **ADJOURNMENT**

There being no further business, the meeting was adjourned at 1:55 p.m.

ROGUE VALLEY SEWER SERVICES



Kay Harrison, Chair  
Board of Directors



Joan Pariani, Executive Secretary





**August 11, 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
- **Updates:** We've made contact with the RR and are working out the details on the submittal and approval process.

**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 this month.

**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:** Project is complete.
- **Payments:** Final Payment – \$65,103.69 (includes change order of \$48,998.91 for additional trenching and materials costs due to unstable soil conditions)

**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



August 17, 2022

To: RVSS Board of Directors

From: Shane Macuk, Operations Manager

**RE: Operations & Maintenance Report**

**Collection System**

- a. Rotational Footages: Staff have video inspected 27,792' and flushed 5,371'.
- b. Special Cleaning: Flushed 5,825' and root sawed 42,890'.
- c. White City Storm Drain: Flushed 1,295'.
- d. Lagoons: Received 149,700 gallons of septage, 52,235 gallons of porta potty waste and 40,745 gallons of FOG for a total of \$36,402.00.
- e. Gold Hill:
  - a. Special Cleaning: Flushed 1,616'.
  - b. Requests: Flushed 429'.
- f. Special Cleaning Summary: 155 equipment hours and 316 labor hours were spent on special cleaning for a total cost of \$29,050.00.
- g. Oregon Department of Transportation: Video inspected storm drain pipe at milepost 18 on Interstate 5.

**Pump Stations**

- a. Nothing to report.

**Building & Grounds**

- a. A/C unit for board room has been repaired.

**Vehicles & Equipment**

- a. Second dump truck has been delivered.

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, site grading, and administrative submittals
- **Updates:** The contract has performed some minimal site grading and trucked in some embankment material. Weekly meetings begin this week to ensure the contractor will continue to make progress on the project.

**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

**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:** Finalizing the sale agreement for the property owner to donate the property.

**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:** Jennie is coordinating the wetland delineation with the appropriate agencies.

**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:** RFQ