

**REGULAR MEETING OF BOARD OF DIRECTORS
ROGUE VALLEY SEWER SERVICES
September 21, 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 September 21, 2022 at noon.

PLEDGE OF ALLEGIANCE

PRESENT

Kay Harrison, Chair; Mike Parker, Vice-Chair; Jim Snyder, Director;

Mike Parson, Central Point Liaison;

Absent: Roger Thom, Director

ALSO PRESENT

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

Joined the meeting after noon: Nick Bakke, District Engineer; Jennie Morgan, Stormwater Manager

CONSENT AGENDA

Mike Parker motioned and Jim Snyder seconded approval of the consent agenda consisting of minutes of the August 17, 2022 Board Meeting and a Sewer Easement Extinguishment. The motion carried with a unanimous vote of the all board members.

RESOLUTION 22-18: APPOINTMENT TO BOARD OF DIRECTORS

With the passing of Jim Lewis, a Board member needed to be appointed. Carl contacted the City Managers of all of the cities within our district to see if they knew of anyone interested in the position. Michael Parson from Central Point and Eleanor Ponomareff from Talent both expressed interest. Ms. Ponomareff deferred to Mr. Parsons as he had more experience with RVSS. Mike Parker motioned to nominate Michael Parsons as the Board member to fill Jim Lewis' position and Jim Snyder seconded the motion and approval of Resolution 22-18. The motion carried with a unanimous vote of the all board members.

PROJECT UPDATES

In Nick's absence, Carl 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

Carl presented a letter that needed to be signed by the Chair of the Board requesting a .gov domain name. The .gov domain is presumably more secure than the current .us domain. This domain was not available to RVSS when its domain name was originally created.

Carl reported on the recent Gold Hill Council meeting. The City has decided to proceed with rebuilding the treatment plant and is no longer considering the regional connection. The City has also decided that they will be issuing a Request for Proposals for the operation and maintenance

of their sewer system. Carl is not interested in submitting a bid. This will effectively end RVSS' involvement in Gold Hill sewer at the end of our current IGA on June 30, 2023.

With the upcoming election there is the possibility of a very different council and it is possible that they may revisit this decision.

The Paid Leave law takes effect January 1st, 2023. This is a 1% payroll tax. Carl is looking into a comparable short term disability that may be more cost effective in the long run.

Carl presented the Strategic Plan and the performance incentive for last fiscal year. The total was a little over \$15,000, which will be split amongst the employees before the end of the year.

Carl mentioned that a couple bonds are scheduled to be paid off. This will save RVSS about \$250,000 in interest payments over the next six years

Carl asked the Board if they were okay with employees plugging in their electric cars. RVSS produces more electricity than is used in a year. In general the Board was supportive of this idea but raised questions about this being a taxable benefit and overall fairness. Carl will look into these considerations and draft a formal policy for consideration at the next Board meeting.

CLAIMS LISTING

Michael Parsons motioned and Jim Snyder seconded to approve the September Claims Listing in the amount of \$1,659,666.00. The motion carried with a unanimous vote of the all board members.

ADJOURNMENT TO EXECUTIVE SESSION

The Board adjourned to Executive Session at 12:53 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 executive 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 1:21. This executive session was just a discussion. No decisions were made.

ADJOURNMENT

There being no further business, the meeting was adjourned at 1:22 p.m.

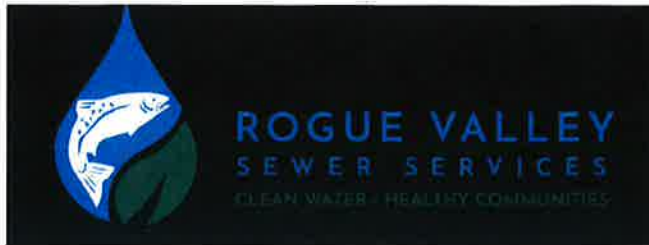
ROGUE VALLEY SEWER SERVICES



for Kay Harrison, Chair
Board of Directors



Joan Pariani, Executive Secretary



September 16, 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.

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:** We will meet with ODOT in the coming weeks to discuss the scope of sewer relocations.

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:** Under Construction
- **Updates:** Earthwork, piping and lagoon prep for the liner installation is complete. The lagoon liner is planned to be installed the last week of this month.

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 site was inspected and a bunch list of corrective items was sent to the contractor.

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, 7th 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 7th Street Station development project on the corner of 7th 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:** Carl is moving forward with the State Revolving Fund processes.



September 21st, 2022

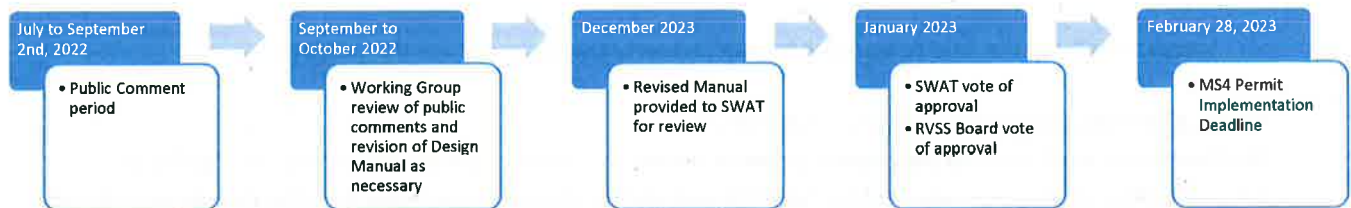
To: RVSS Board of Directors

From: Jennie Morgan, Stormwater Program Manager

RE: Stormwater Program Update

Rogue Valley Stormwater Quality Design Manual

The Public comment period for the Design Manual closed September 2nd and the Working Group is now reviewing comments and determining what changes are needed to the Design Manual.



Eagle Point MS4 Services

The Eagle Point City Manager has let us know that they have not had time to figure out the financing to join RVSS' MS4 program, but are still interested. In the meantime they requested RVSS' services for a Stormwater Master Plan. We have let them know that we do not have the staff capacity for this currently.



September 21, 2022

To: RVSS Board of Directors

From: Shane Macuk, Operations Manager

RE: Operations & Maintenance Report

Collection System

- a. Rotational Footages: Staff have video inspected 39,212' and flushed 49,773'.
- b. Special Cleaning: Flushed 5,273' and root sawed 4,986'.
- c. New Construction: Video inspected 1,472' and flushed 1,156'.
- d. Lagoons: Received 159,740 gallons of septage, 65,555 gallons of porta potty waste and 37,405 gallons of FOG for a total of \$39,405.00.
- e. Gold Hill:
 - a. Special Cleaning: Flushed 2,020'.
- f. Special Cleaning Summary: 48.5 equipment hours and 110 labor hours were spent on special cleaning for a total cost of \$9,640.00.
- g. Contract Work: Temporarily suspended due to staffing issues.

Pump Stations

- a. Nothing to report.

Building & Grounds

- a. Nothing to report.

Vehicles & Equipment

- a. Nothing to report.

