

**REGULAR MEETING OF THE BOARD OF DIRECTORS  
ROGUE VALLEY SEWER SERVICES  
April 17, 2024**

**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 April 17, 2024, at noon.

**PLEDGE OF ALLEGIANCE**

**PRESENT**

Kay Harrison, Chair; Mike Parsons, Vice-Chair; Roger Thom, Director; John Edwards, Director;

Absent: John Quinn, Director

**ALSO PRESENT**

Carl Tappert, Manager; Brenda Baldovino, Finance Director; Carole Balzer, Network Administrator/Deputy Manager; Joan Pariani, Executive Secretary; Nick Bakke, District Engineer.

**APPEARANCE OF CONCERNED CITIZENS**

Tom Corrigan, City of Shady Cove Manager, and Shady Cove Mayor Jon Ball attended the meeting via Zoom. They are concerned about collecting past-due accounts within the City. Currently, they do not have any recourse for non-payment other than certifying property taxes, which they say has been ineffective. They are requesting that RVSS suspend service by plugging the line. Carl noted that our code allows this but is hesitant to take such drastic measures. Such a move could create health hazards and we would likely need to have a sheriff's deputy present when we do the work. The Board wants Tom to talk to the local newspaper to let the constituents of the City know the issue. Carl requested a list of delinquent accounts. The Board directed Carl to outline a procedure that could be used to terminate service for delinquent accounts.

They also spoke about the land under the Shady Cove Treatment Plant. Currently, the plant has been transferred to RVSS, but the land still belongs to the city. Tom would like to work out a deal to grant the land to RVSS. Carl and Brenda will meet with Tom and Jon in the next few days to discuss both of these issues.

**CONSENT AGENDA**

Mike Parsons motioned, and John Edwards seconded approval of the consent agenda for the March 20, 2024, Board Meeting minutes and an easement extinguishment. The motion was carried with a unanimous vote of all Board members.

**RESOLUTION 24-02: AWARD OF BID ANTELOPE ROAD SEWER RECONSTRUCTION PROJECT J084**

Approval has been obtained from the DEQ to award this project to Central Pipeline for just under 6 million dollars. No other bids were submitted.

John Edwards motioned, and Mike Parsons seconded approval of Resolution 24-02: to award the bid for Antelope Road Sewer Resontruction Project J084. The motion was carried with a unanimous vote of all Board members.



**RESOLUTION 24-03: AWARD OF BID FOR CUMMINS STORMWATER MANAGEMENT FACILITY Q013**

Five bids were received for this project. The apparent low bidder is Visar Construction in the amount of \$342,505.50. Staff recommends approval of this bid.

Mike Parsons motioned, and John Edwards seconded approval to award the bid for the Cummins Stormwater Management Facility Q013. The motion was carried with a unanimous vote of all Board members.

**PROJECT UPDATES**

Nick presented the Engineering updates report. The report is attached.

**O&M UPDATES**

Carl presented the updates for O&M. See attached

**MANAGER'S REPORT**

Carl updated the Board on staffing issues. The first round of interviews for the Operations Manager has been completed. The top two candidates, who are both current employees, will have a second interview this week. The new CSO1 started Monday. The position of Stormwater Technician is yet to be filled.

The loan from Busines Oregon for the Gold Hill Inter-tie has been approved. The DEQ loan is still moving forward. The USDA portion of the financing is to be applied for after all the environmental and cultural clearances have been completed.

Carl contacted Joe Kellerman regarding the annual Board Dinner. Joe recommended continuing with the current practice of a covering the full cost of the dinner for the Board and selected guests. Carl will update the Board policies to clarify this and will include the cost of the board dinner in the Board Expenses line item of our budget so that the costs are more transparent.

Updates on the Gold Hill transition are as follows:

- DEQ's canceled its MAO with Gold Hill. They have not issued one to RVSS yet.
- No updates on the assumption of the loan.
- Gold Hill is still auditing its records to find missing funds.
- Carl is having bi-weekly meetings with the design engineer.


Carl reminded the Board that there will be an Executive Session in May to discuss cyber security. Also, in June there will be one for his annual review.

**CLAIMS LISTING**


Mike Parsons motioned, and John Edwards seconded to approve the March Claims Listing in the amount of \$1,519,896.65. The motion was carried with a unanimous vote of all Board members.

**ADJOURNMENT**

There being no further business, the meeting adjourned at 12:58 p.m.

  
Joan Parani, Executive Secretary

ROGUE VALLEY SEWER SERVICES

  
for Kay Harrison, Chair  
Board of Directors





**ROGUE VALLEY**  
SEWER SERVICES  
CLEAN WATER · HEALTHY COMMUNITIES

**April 9, 2024**

To: RVSS Board of Directors  
From: Nick Bakke, District Engineer

### Capital Project Updates

#### J084, Antelope Road Rehab, WC:

This is a large project and has been on the capital improvement plan for multiple years. 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. This project has been re-bid with an overall scope of ±7,000 feet of 24" and 30" sewer main, associated manholes and lateral connections.

- **Status:** Bid Award
- **Updates:** We've again received one bid from the same prime bidder (Central Pipeline, Inc) from our January bid.

**Submitted Bid: \$5.9 Million**

**Engineer's Estimate: \$5.53 Million**

#### 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
- **Updates:** We are very close to completing all the comments made by DEQ.

#### 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:** KRM has won the bid for this project and is planning on beginning the roadway reconstruction shortly.

#### J344, Ashland PS #2 Force Main Replacement, TA

This project will replace the existing 4" and 6" PVC Class 160 force main with a new 6" C900 pipe. The existing 4" section of force main is hydraulically problematic and class 160 pipe is thin walled and notoriously brittle. Minor modifications will also be made to the existing station valves. We plan on our construction crew installing this pipe this winter.

- **Status:** Under construction
- **Updates:** Our crew has completed the pipe installation and is currently performing some minor changes to the pump station.

#### J359, FY 2024 CIPP Projects

This project will utilize Cured in Place Pipe technology to line approximately 4,200 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:** Under Construction
- **Updates:** The contractor is currently performing the sewer main lining.

#### 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:** Bid Award
- **Updates:** We've received five bids for this project with Visar Construction submitting the lowest responsive bid of \$342,505.50.

#### 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:** KRM has won the bid for this project and will begin the roadway reconstruction shortly.

#### 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 (CSNW) is currently working on the SCADA system installation and integration.
- **Status – UV Disinfection:** The Equipment Pre-Selection process is complete. We are currently working the Wedeco- Xylem Water Solutions USA, Inc. to finalize the contract to supply the equipment.



April 11, 2024

To: RVSS Board of Directors  
From: Carl Tappert, Manager

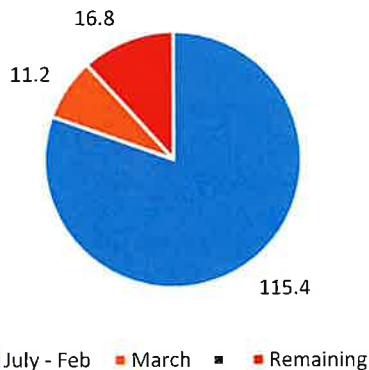
**RE: March Operations Report**

**Collection System Maintenance:**

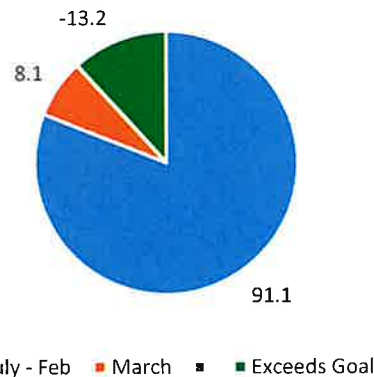
Flushing: In March our crews flushed 11.2 miles of pipe, bringing the total for the fiscal year to 126.5 miles. Our annual goal is 143.3 miles flushed

TV Inspection: In March our crews tv'ed 8.1 miles of pipe, bringing the total for fiscal year to 99.2 miles. Our annual goal is 86 miles tv'ed.

Flushing Goal - 2024



TV Goal - 2024



Pump Stations: No issues to report

**Treatment Plant Maintenance:**

Shady Cove Treatment Plant: The installation of the new SCADA system began on April 8.

Gold Hill Treatment Plant: All four influent pumps are now operational. We have ordered an additional pump so that will be kept as a spare when it arrives.

White City Lagoons: We made a claim to Pacific Power for the damage to our aerators which was denied. We are proceeding with upgrading the electrical service to include surge protection to avoid this type of issue in the future.

**Building and Grounds:**

I have directed A Better Sign to replace all of the letters with stud mounted aluminum letters that should be more durable than the previous plastic letters. I don't have a date set for when this work will be done.

The infrastructure for bringing 3-phase power to the rear lot is in place. We are waiting for Pacific Power to pull the wires so we can complete the installation of the new vehicle charging stations.

**Vehicles and Equipment:**

The new TV van is still being equipped with the camera equipment. The expected delivery date is April, 2024.

The new electric vehicles are scheduled to arrive in April.

I have notified the City of Shady Cove that we would be willing to sell the old backhoe for \$20,000. I have not received a response to this offer.

**Staff Training:**

Our annual confined space training is scheduled for May 15.

We have developed a detailed training schedule for new O&M employees. We have one employee currently within his initial probationary period and another starting on April 15 who will be the first to use this approach.