

**REGULAR MEETING OF THE BOARD OF DIRECTORS
ROGUE VALLEY SEWER SERVICES
January 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 January 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; Shane Macuk, Operations Manager

Absent: Nick Bakke, District Engineer

CONSENT AGENDA

Mike Parsons motioned, and John Edwards seconded approval of the consent agenda consisting of the December 20, 2023, Board Meeting minutes. The motion was carried with a unanimous vote of all board members.

RESOLUTION 24-01: AWARD OF BID FOR FY24 CIPP PROJECTS

This is the annual cured-in-place pipe (CIPP) projects. Three bids were received. Staff is recommending approval of the bid from Insituform for \$418,000.

John Edwards motioned, and Mike Parsons seconded approval of Resolution 24-01. 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

Shane informed the Board of what has been going on in the Operations and Maintenance department. The report is attached.

MANAGER'S REPORT

Carl presented his recommendation of Tetra-Tech to be the Design Engineer for the Gold Hill Intertie subject to obtaining a design loan from Business Oregon.

Roger Thom motioned, and Mike Parsons seconded the approval of Tetra-Tech. The motion was carried with a unanimous vote of all board members.

Carl informed the Board of the different loans that he has applied for to help fund the Gold Hill Intertie. These loans are from Business Oregon, DEQ Clean Water State Revolving Fund, and the USDA Rural Development Fund.

Cummins Stormwater Facility is ready to go. A few changes need to be made to the contract, then it will be put out to bid,

Updates on the Gold Hill Transition are as follows:

- The NPDES permit for the Gold Hill treatment plant is now in RVSS' name.
- Extension of MAO deadlines. Carl would like the contract in place before committing to any new deadlines.
- The assumption of the Infrastructure Finance Authority Loan has been submitted to transfer this loan to RVSS.
- All underwriting documents have been submitted to the USDA for the Assumption of Rural Development Loan.
- The truck title and the deed to the treatment plant property have been transferred to RVSS.
- Gold Hill has requested that the transfer of sewer funds be done quarterly over the next year. An addendum to our annexation agreement will be written to formalize this request.
- A Debt Reserve Fund has been established.

RVSS received around 53% of payments billed for the first month of service for Gold Hill. This is considerably less than the 85% of payments typically collected from the core customers

A drop box has been installed at the Gold Hill City Hall to make it more convenient for residents to pay their bills.

On January 1, 2024, HB2805 went into effect adding a mandatory public meeting training requirement for every member of a governing body. Directors are required to receive at least one training during their term in office. At this time the Oregon Government Ethics Commission does not have any training available. Carl will notify the Board members when something comes up.

CLAIMS LISTING

Mike Parsons motioned, and John Edwards seconded to approve the January Claims Listing in the amount of \$1,158,923.61. The motion was carried with a unanimous vote of all board members.

ADJOURNMENT

There being no further business, the meeting adjourned at 12:55 p.m.

ROGUE VALLEY SEWER SERVICES


Kay Harrison, Chair
Board of Directors


Joan Pariani, Executive Secretary



ROGUE VALLEY
SEWER SERVICES
CLEAN WATER - HEALTHY COMMUNITIES

January 17, 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. 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 with larger pipes or rehabbed with CIPP liner over the course of multiple years. We've applied for Clean Water State Revolving Funds for this project.

- **Status:** Bid
- **Updates:** We received only one bid for this project from Central Pipeline Inc. Their bid of \$8.5 million is much higher than our engineer's estimate of \$4.7 million and we've sent the proposal off to DEQ for review. Our initial reaction is to reject the bid but we'll need to confirm with DEQ on our options moving forward. Alternatively, we may be able to re-bid or simply modify the project scope to more effectively take advantage of the grant to loan ratio.

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 plan on finalizing the design for this project and submitting to DEQ in the next month.

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:** Construction
- **Updates:** Our construction crew has one manhole relocation remaining.

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:** Design is complete.
- **Updates:** Our crew will begin this project once the ODOT permits have been obtained.

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:** Bid & Resolution

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:** Design is complete we plan on bidding this project as soon as we receive final approval from DEQ.

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:** Design by ODOT.

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 moving forward with installation.
- **Status - UV Disinfection:** We've given notice for RH2 to finalize the UV system design.



ROGUE VALLEY
SEWER SERVICES
CLEAN WATER · HEALTHY COMMUNITIES

January 17, 2024

To: RVSS Board of Directors

From: Shane Macuk, Operations Manager

RE: Operations & Maintenance Report

Collection System

- a. Rotational Footages: Staff have video inspected 68,753' and flushed 48,372'.
- b. Special Cleaning: Flushed 6,896'.
- c. Root Saw: 525'
- d. Requests: Video inspected 449'.
- e. Locates: Completed 363.
- f. Gold Hill:
 - a. Special Cleaning: Flushed 2,449'.

Special Cleaning Summary

- a. RVSS System: 36.5 equipment hours and 60 labor for a cost of \$5,026.94.
- b. Gold Hill: 9 equipment hours and 15 labor hours for a cost of \$1,413.02.

Treatment

- a. White City Lagoons: Received 220,950 gallons of septage, 43,490 gallons of porta potty waste and 36,010 gallons of FOG for a total of \$45,067.50.
- b. November Treatment Totals:
 - 1. Shady Cove: 6,053,100 gallons
 - 2. Gold Hill: 1,968,000 gallons

Pump Stations

- a. Nothing to report.

Contract Work

- a. Nothing to report.

Building & Grounds

- a. 3 Phase Service for Electric Vehicles: Under construction.



ROGUE VALLEY
SEWER SERVICES
CLEAN WATER - HEALTHY COMMUNITIES



Vehicles & Equipment

- a. New vehicle orders: TV van chassis is at box upfitter.