

**REGULAR MEETING OF THE BOARD OF DIRECTORS  
ROGUE VALLEY SEWER SERVICES  
September 18, 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 September 18, 2024, at noon.

**PLEDGE OF ALLEGIANCE**

**PRESENT**

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

**ALSO PRESENT**

Carl Tappert, Manager; Brenda Baldovino, Finance Director; Joan Pariani, Executive Secretary; Nick Bakke, District Engineer; TJ Weber, Operations Manager; Carole Balzer, IT Manager/Deputy Manager; Michael Atchley, Staff Liaison

**CONSENT AGENDA**

Mike Parsons motioned, and John Edwards seconded approval of the consent agenda consisting of minutes of the August 21<sup>st</sup>, 2024 Board Meeting and two extinguishments of declarations of covenants. The motion was carried with a unanimous vote of all Board members.

**RESOLUTION 24-22: PROVIDING ASSISTANCE TO THE CITY OF CENTRAL POINT FOR THE HANLEY BASEBALL COMPLEX PUBLIC RESTROOMS AND CONCESSIONS**

RVSS regularly assists other government agencies with SDC fees for public restrooms in parks. Last month, the board agreed to waive these fees. This is the formal Resolution.

John Quinn motioned, and John Edwards seconded the approval of Resolution 24-22. The motion was carried by a unanimous vote of all Board members.

**PROJECT UPDATES**

Nick updated the Board on the progress of projects. The report is attached.

**O&M UPDATES**

TJ updated the Board on what's happening in the Maintenance Department. The report is attached.

**MANAGER'S REPORT**

Staffing updates: All positions are currently filled!

Carl presented the annual CMOM report. (Attached)

Carl is beginning to update the strategic plan. We use the current strategic plan as the basis for our performance incentive. Employees can collectively earn money for the incentive pool by completing tasks and goals identified in the strategic plan. This year the incentive pool is \$16,383.49 which will be distributed to staff in December.

Pacific Power needs to convert the power source at the Ashland pump station #2 from 220 volts to 208 volts.

Carl will bring a new billing agreement for the city of Shady Cove to next month's Board meeting.



RVSS will take over the City of Jacksonville Sewer service billing in December.

The only item left on the Gold Hill transition is to transfer the USDA loan. Carl and Brenda are still working on this.

Carl is going to survey the staff regarding the transition to PERS at the monthly meeting tomorrow.

There was a sewer spill in Eagle Point this past month. A release valve failed. Our on-call staff member was notified of this early Saturday morning (09/07). The spill was stopped by 11:00 the same morning. Carl brought in the broken valve to show the Board precisely what went wrong.

After the meeting, Carl had a training video for the Board to watch.

#### **CLAIMS LISTING**

Mike Parsons motioned, and John Quinn seconded to approve the September Claims Listing for \$1,398,604.83. The motion was carried with a unanimous vote of all Board members.

#### **ADJOURNMENT**

There being no further business, the meeting was adjourned at 12:50 p.m.

ROGUE VALLEY SEWER SERVICES



Mike Parsons, Chair  
Board of Directors  
Vice Chair



Joan Pariani, Executive Secretary





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

**September 11, 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  $\pm 7,000$  feet of 24" and 30" sewer main, associated manholes and lateral connections.

- **Status:** Contract administration

**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:** Construction
- **Updates:** The new wetwell, controls, valve vault, etc... have been installed. Pictures attached. Formal startup and testing of the station will be performed this week.







#### **J353 Echo Way PS Rehab, Eagle Point**

This pump station was installed in 2005 with 5 HP Myers Pumps in a low lying area subject to substantial infiltration and periodic water inundation. The pump station will be brought up to RVSS standard with a new integrated fiberglass wetwell/valve vault, Flygt submersible pumps, variable frequency drives, valves, and an electromagnetic flow meter. Construction is planned for next year.

- **Status:** Design

#### **J360 Misc PS Upgrades**

Seven pump stations will receive minor upgrades including but not limited to surge protection, variable frequency drives (VFD's), level sensors, etc...to bring each up to RVSS and DEQ standards. This project will be completed over two to three years. The pump stations to receive upgrades are as follows: Phoenix, Ashland #1, Ashland #2, Airport, Agate, Vashti, and Justice.

- **Status:** Equipment Procurement

#### **J362 4<sup>th</sup> St Gold Hill RR Crossing Abandonment, GH**

This project will install approximately 1,600' of 8 inch sewer along 4<sup>th</sup> Street in Gold Hill. The new sewer main will replace and re-grade the existing sewer system in order to abandon two existing 6 inch sewer mains which cross the rail road tracks. The existing 6" crossings are on the special cleaning list, sub-standard, and would be cost and administratively prohibitive to replace. The existing crossings to remain will be rehabbed with CIPP liner. This project will go to construction this fall or early next spring.

- **Status:** Design

#### **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:** Construction
- **Updates:** The contractor is performing the required earthwork and will likely be placing topsoil soon.
- **Payments – August Payment – \$22,678.16**

#### **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:** Construction

#### **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) and RVSS continue to identify the final punch list items in hopes of moving forward with project completion.
- **Status – UV Disinfection:** 90% plans and specification have been reviewed. RH2 and RVSS will continue to compile the contract documents.





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

September 11, 2024

To: RVSS Board of Directors

From: TJ Weber, Operations Manager

**RE: Operations and Maintenance Report**

**Collection System:**

**Spill:**

-Detailed in Manager's Report

**Flushing:**

-In August, 11.4 miles of pipes were cleaned.

-In August, the crews spent a substantial amount of time focusing on troubled lines with roots.

**TV Inspection:**

-In August, 7.8 miles pipes video inspected.

**Pump Stations:**

-Shady Cove PS #2 update.

**Treatment Plants:**

**Shady Cove Treatment Plant:**

-Nothing to report.

**Gold Hill Treatment Plant:**

-Nothing to report.

**Lagoon:**

-August total gallons of Septic and FOG 238,143.

**Vehicles & Equipment:**

- Nothing to report.

**Staff:**

-4 RVSS employees joined City of Medford staff for a Pump rebuild and maintenance class at the COM shops.

