

**REGULAR MEETING OF THE BOARD OF DIRECTORS
ROGUE VALLEY SEWER SERVICES
March 15, 2023**

TIME AND PLACE OF MEETING

The regular meeting of the Rogue Valley Sewer Services Board of Directors, Jackson County, Oregon, was held on March 15, 2023, at noon.

PLEDGE OF ALLEGIANCE

PRESENT

Kay Harrison, Chair; Mike Parsons, Director; Roger Thom, Director; Mike Parker, Vice-Chair & Jim Snyder, Director

ALSO PRESENT

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

CONSENT AGENDA

Mike Parker motioned and Michael Parsons seconded approval of the consent agenda consisting of minutes of the February 15, 2023, Board Meeting. The motion was carried with a roll call vote of the Board members. Jim Snyder abstained from voting due to his absence at the February Board meeting.

RESOLUTION 23-04: AWARD OF BID VILAS ROAD SIPHON ABANDONMENT J343

There were two bidders for this project. Pilot Rock Excavation was the apparent low bidder. Staff recommends awarding this project to Pilot Rock Excavation.

Michael Parsons motioned and Mike Parker seconded approval of Resolution 23-04. The motion was carried with a unanimous vote of all board members.

RESOLUTION 23-05: AWARD OF BID FY 2023 CIPP PROJECTS J350

There were three bidders for this project. Insituform was the apparent low bidder. Staff recommends awarding this project to Insituform.

Michael Parsons motioned and Mike Parker seconded approval of Resolution 23.05. The motion was carried with a unanimous vote of all board members.

PROJECT UPDATES

Nick presented the Project updates. Report is attached.

O&M UPDATES

Shane gave the Operation and Maintenance report. Report attached.

MANAGER'S REPORT

Carl presented an outline of the major assumptions being used to prepare the budget. The most significant item was a 9.4% COLA for 2024. This includes the January CPI of 6.4% plus an 3% to compensate for the reduction in last year's COLA. This extra 3% would be used to establish a Retirement Health Savings plan for non-exempt staff (exempt staff currently participate in this plan). Carl indicated that he was not asking for

approval of this plan at this time, that would happen when the budget is approved. But if any Board members had any objections to this approach we would want to know now so that we can prepare the proposed budget accordingly. There were no objections

Carl is happy with the current staff levels. He would like to fill a GIS position in the future.

The Regional Rate Committee approved a 10% rate increase for the next two years. This will increase RVSS rates. Carl is proposing a 6% increase in sewer rates in the core area and about 8% in Shady Cove. This still will keep RVSS at one of the lowest rates in the state.

There were no objections to these budget proposals and a consensus was achieved.

Carl contacted the City of Gold Hill regarding a request for an extension past March 31st. He is still waiting on a response. The Rogue Valley Times has an article about the Gold Hill Treatment plant.

The quote for the three-phase power at the lagoons is a little over \$60,000. The Manager has authority to approve contracts up to \$50,000 without Board approval so Carl asked the Board for approval for the contract. Mike Parker motioned and Michael Parsons seconded approval of the power contract to Engage Electric for the lagoon project. The motion was carried with a unanimous vote of all board members.

Carl would like to terminate IGAs that are currently held with other entities. There are many contractors in the valley that perform underground services. Carl doesn't want to get into competition with the private sector. RVSS is still a part of the Southern Oregon Cooperative Agreement, which allows us to provide assistance to other communities in an emergency.

Carl would like to get RVSS' retirement health insurance more in line with what public employees in the Oregon PERS enjoy. Essentially this would be a subsidy for health insurance premiums for employees who retire before they are eligible for Medicare. The subsidy would be based on a combination of length of service and age at retirement. He asked for guidance from the Board members. Board Chair, Kay Harrison, commented that she doesn't want to encourage employees to retire early, but does want to acknowledge their dedication to the district. Member Roger Thom asked for a proposal on paper for next month's meeting.

A reminder of the Board elections was given. Mike Parker has decided to retire from the Board.

The system tours were mentioned again. Michael Parsons will coordinate with some of the Central Point council members that wanted to attend, then get with Carl and Shane for a day and time.

CLAIMS LISTING

Mike Parker motioned and Michael Parsons seconded to approve the March Claims Listing in the amount of \$960,415.89. The motion was carried with a unanimous vote of all board members.

ADJOURNMENT

There being no further business, the meeting was adjourned at 12:44 p.m.

ROGUE VALLEY SEWER SERVICES

A handwritten signature in black ink, appearing to read "Kay Harrison".

Kay Harrison, Chair
Board of Directors

A handwritten signature in blue ink, appearing to read "Joan Parani".

Joan Parani, Executive Secretary



March 14, 2023

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 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:** Design/SRF Funding
- **Updates:** We are still working through the SRF funding process and will submit 90% plans to DEQ for review soon.

J176, Shady Cove Pump Station #6 Rehab, SC:

Shady Cove Pump Station #6 was installed sometime between 1970s and early 1980s 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:** We've received our ODOT right-of-way permit.
- **Updates:** Our crew will likely complete this work between working on the Lagoons and Hwy 99 relocations.

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:** Our relocation plans have been reviewed by ODOT and revised per their comments. We are currently waiting for ODOT to obtain the required sewer easements.

J346 Phoenix 2nd Street

This project replaced a section of pipe in Phoenix in conjunction with the City's 2nd street rehab project. We coordinated with the city of Phoenix to add this replacement to their street reconstruction contract.

- **Status:** Construction is complete.
- **Payment:** Reimbursement of \$80,666.00 to the City for the sewer construction.

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:** Bid and Resolution

J350, FY 2023 CIPP Projects, JV

This project will utilize Cured in Place Pipe technology to line approximately 5,000 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 and Resolution

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:** Electrician contract board approval. Our crews will coordinate excavation and placement of the electrical conduits once the permits are obtained by our electrician.

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:** Complete
- **Payments:** Incentive funding Paid to the City of Talent - \$50,000
- **Updates:** The corrective punch list items have been completed. Incentive program funding will be released once informational signs are placed at the facilities.

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:** Partition application.
- **Updates:** The partition application has been accepted and approved by the city and submitted to the County for review and approval.

Similar to the Antelope Road Project, we're navigating the SRF cross cutting process and had another disappointing meeting the NMFS. Although there is no formal outcome yet, it is possible requirements from NMFS will push the project delivery into 2025 or beyond.

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:** This project will continue moving forward once the wetland delineation and permitting process is complete.

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 (RH2) has been awarded the contract for the system integrator of record. They've begun preliminary work on the SCWWTP SCADA system up-grade.

- **Status – UV Disinfection:** We had an on-site meeting with the consultant and the manufacturing reps to discuss implementation options for the UV inspection facilities. We should be receiving a preliminary design memo from the consultant soon.



March 15, 2023

To: RVSS Board of Directors

From: Shane Macuk, Operations Manager

RE: Operations & Maintenance Report

Collection System

- a. Rotational Footages: Staff have video inspected 55,154' and flushed 82,128'.
- b. Special Cleaning: Flushed 6,664'.
- c. Requests: Flushed 2,731'.
- d. New Construction: Video inspected and flushed 1,765'.
- e. Lagoons: Received 285,455 gallons of septage, 39,641 gallons of porta potty waste and 16,505 gallons of FOG for a total of \$51,240.15.
- f. Gold Hill:
 - a. Special Cleaning: Flushed 1,616'.
- g. Special Cleaning Summary: 36 equipment hours and 70 labor hours were spent on special cleaning for a total cost of \$5,089.79.

Pump Stations

- a. Nothing to report.

Building & Grounds

- a. Back lot valley gutter extension and paving replacement has been completed.

Vehicles & Equipment

- a. 1994 Sreco Easement Flusher: Was sold at auction and has been picked up.
- b. 2007 Volvo Dump Truck (Unit #28): Has been submitted to the state for auction.

