

**REGULAR MEETING OF THE BOARD OF DIRECTORS
ROGUE VALLEY SEWER SERVICES
January 18, 2023**

TIME AND PLACE OF MEETING

The regular meeting of the Rogue Valley Sewer Services Board of Directors, Jackson County, Oregon, was held on January 18, 2023, at noon.

PLEDGE OF ALLEGIANCE

PRESENT

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

ALSO PRESENT

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

CONSENT AGENDA

Jim Snyder motioned and Michael Parsons seconded approval of the consent agenda consisting of minutes of the December 21, 2022, Board Meeting. The motion was carried with a unanimous vote of all the Board members.

ORDINANCE 23-01: AN ORDINANCE TO AMEND TITLE 4 OF THE ROGUE VALLEY SEWER SERVICES CODE

Carl declared this to be an emergency Ordinance so that it goes into effect immediately. This is a correction to Ordinance 22-01. The area in title 4 of the code will change from 10,000 square feet to 7,000 square feet in all areas.

Michael Parsons motioned and Jim Snyder seconded approval of Ordinance 23-01. The motion was carried with a unanimous vote of all board members.

RESOLUTION 23-01: APPOINTMENT TO THE BUDGET COMMITTEE

Carl has found two volunteers to join the Budget Committee. John Vial, City of Medford Public Works Director, and Aaron Prunty, the City Manager for Eagle Point.

Roger Thom motioned and John Snyder seconded approval of Resolution 23-01. The motion was carried with a unanimous vote of all board members.

RESOLUTION 23-02: APPOINTMENT OF DEPUTY MANAGER

As part of succession planning, Carl would like to appoint Carole Balzer Deputy Manager to act on his behalf if he is away and/or unavailable.

Michael Parsons motioned and Jim Snyder seconded approval of Resolution 23.02. The motion was carried with a unanimous vote of all board members.

RESOLUTION 23-03: TRANSFER OF APPROPRIATIONS IN THE FY2023 BUDGET

Brenda explained that the debt services were over budgeted because of a loan payoff. This is for the final interest payment.

Michael Parsons motioned and Roger Thom seconded approval of Resolution 23.03. 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 reminded those Board members who were up for re-election in May. Detail on where and how to file was given.

Carl is still waiting on the University to contact him regarding the SOULA contracts.

EdenVale Winery is the best choice for the Board Dinner. The Board decided on the date of April 15.

Carl explained the new job description that was created to fill Jennie Morgan's exit. This will now be a coordinator position instead of management.

Carl spoke about the upcoming Budget for 2024. He would like to include all employees in the RHS. He is suggesting that the COLA raise in July be set at the CPI plus 3%. The 3% would be used to offset hourly employees' contribution to the RHS plan and make up for last year's COLA which was less than the CPI. Kay would like Carl to do more research to see how many other public entities offer this benefit.

Carl would like to offer systems tours to the Budget Committee. Michael Parson mentioned that others in the community are also interested in these tours. Carl will get together with Shane to set up a time for system tours.

Gold Hill Update: They have put out an RFP for hiring a new contract operator for their treatment plant. Carl, Shane, and Kevin will be meeting with them on February 1st to answer any questions they may have.

CLAIMS LISTING

Michael Parsons motioned and Jim Snyder seconded to approve the January Claims Listing in the amount of \$997,375.11. The motion was carried with a unanimous vote of all board members.

ADJOURNMENT

There being no further business, the meeting was adjourned at 1:07 p.m.

ROGUE VALLEY SEWER SERVICES



Kay Harrison, Chair
Board of Directors



Joan Pariani, Executive Secretary



January 17, 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 (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 formal submittal to the RR and have not yet received a response.

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:** Pump equipment has been delivered.
- **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:** The scope of sewer relocations has been determined. Our relocation plans are currently being reviewed by ODOT.

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:** We plan on bidding this project in the next couple months.

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:** Design

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:** The bid contract is complete. Our crews have constructed the wildlife viewing parking area and will continue to install signage, electrical conduit and other minor items for project completion.

Q010, West Valley View Road, Talent: