

**REGULAR MEETING OF THE BOARD OF DIRECTORS
ROGUE VALLEY SEWER SERVICES
May 15, 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 May 15, 2024, at noon.

PLEDGE OF ALLEGIANCE

PRESENT

Mike Parsons, Vice-Chair; John Edwards, Director; John Quinn, Director

Roger Thom, Director; joined the meeting @ 12:29

Absent: Kay Harrison, Chair.

ALSO PRESENT

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

CONSENT AGENDA

John Edwards motioned, and John Quinn seconded, the approval of the consent agenda consisting of the April 14, 2024, Board Meeting minutes and the minutes of the April 25, 2024, Budget Committee meeting. The motion was carried with a unanimous vote of all Board members.

ORDINANCE 24-01: TRANSFER AMENDING TITLE 9

This is the first reading of this Ordinance. Carl declared it an emergency, so it will be in effect on 07/01/2024.

John Quinn motioned, and John Edwards seconded, to pass the Ordinance to a second reading next month. The motion was carried with a unanimous vote of all Board members.

RESOLUTION 24-04: TRANSFER OF APPROPRIATIONS IN THE FY2024 BUDGET

This is just a year-end cleanup of different funds in the FY2024 budget.

John Edwards motioned, and John Quinn seconded approval to transfer appropriations in the FY 2024 budget. The motion was carried with a unanimous vote of all Board members.

FINANCIAL UPDATES

Brenda presented the third quarter financials.

PROJECT UPDATES

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

O&M UPDATES

TJ presented the updates for O&M. See attached.

MANAGER'S REPORT

Carl updated the Board on staffing issues. TJ Weber has been hired as the Operation Manager, leaving another vacancy in the O&M department. The Stormwater Technician position has yet to be filled. Both of these positions have been advertised.

Carl has reached out to Shady Cove to help solve their delinquency problem. He doesn't feel the need to cut service off to customers; he feels that the certification process is the best way to solve this issue. The Board suggested that this issue be tabled until a later date.

Shady Cove has expressed interest in the surplus backhoe. Several months ago, Carl offered it to the city for \$20,000. They don't have that in their budget. RVSS's code states that surplus equipment can be donated to other governmental agencies. The Board suggested that a deal be made with the city, stating that certain concessions should be achieved before the backhoe is donated to them.

The Gold Hill regional inter-tie loan/grant from Business Oregon has been approved. It is \$1.9 million, with \$700,000 to be forgiven. That will be for the design, which is moving along and awaiting DEQ approval.

Updates on the Gold Hill transition are as follows:

- No resolution has been made on the transfer for the USDA loan.
- They still haven't received financial statements from the audit and no funds have been transferred to RVSS.

RVSS just joined into a class action suit against Visa/Mastercard regarding excessive fees.

Carl reminded the Board of the Executive Session today. In June, there will be one for his annual review.

CLAIMS LISTING

Roger Thom motioned, and John Edwards seconded to approve the May Claims Listing in the amount of \$ 1,117,521.86. The motion was carried with a unanimous vote of all Board members.

ADJOURNMENT TO EXECUTIVE SESSION

The Board adjourned to executive session at 1:20 to discuss information about the review or approval of programs relating to the security of any of the following: (C) generation, storage, or conveyance of (v) sewage, or (vi) water; (D) telecommunications systems, including cellular, wireless or radio systems; or (E) data transmissions by whatever means provided.
ORS 192.660(2)(m).

RETURN TO OPEN MEETING


The Board returned to an open meeting at 1:41. No decisions were made during the Executive Session.

ADJOURNMENT

There being no further business, the meeting adjourned at 1:42 p.m.


Joan Pariani, Executive Secretary

ROGUE VALLEY SEWER SERVICES


Mike Parsons, Vice-Chair
Board of Directors



ROGUE VALLEY
SEWER SERVICES
CLEAN WATER - HEALTHY COMMUNITIES

May 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:** Contract administration
- **Updates:** We are working through finalizing the contract for this project.

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've received plan approval from DEQ and are working on equipment procurement.

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 and minor pump station work. We are currently scheduling the trench paving.

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 service line top-hat installations.

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:** Contract administration
- **Updates:** We've finalized the contracts and have issued notice to proceed.

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 integration, i.e. working out the bugs in the system.
- **Status – UV Disinfection:** The Equipment Pre-Selection process is complete. We've finalized the contract language for the equipment procurement contract.



ROGUE VALLEY
SEWER SERVICES
CLEAN WATER · HEALTHY COMMUNITIES

May 15, 2024

To: RVSS Board of Directors

From: TJ Weber, Operations Manager

RE: April Operations Report

Collection System:

Flushing:

- In April, 74,100 feet just over 14 miles pipes cleaned.

TV Inspection:

- In April, 52,215 feet at 10.25 miles pipes video inspected. We also helped ODOT in Ashland with a couple of days video inspections of I-5 storm crossings.

Pump Stations:

- Ashland 2 pump station is operating in new pipe.

Treatment Plants:

Shady Cove Treatment Plant:

- The new SCADA system is installed and operational with just some future fine tuning as things come up.

Gold Hill Treatment Plant:

- The new influent pump has been received and installed. A few upgrades to the controls and alarm are working well with the ability to view remotely. The backup generator had to have a fuel pump rebuilt.

Lagoon:

- April, 498,000 total gallons dumped.

Building and Grounds:

- Pacific Power completed the 3-phase power and transformer work to the back lot for the added electric vehicle chargers.
- The front sign should be completed by this week.



ROGUE VALLEY
SEWER SERVICES
CLEAN WATER · HEALTHY COMMUNITIES

Vehicles & Equipment:

- TV Van Chassis: At the dealer for a check engine light on waiting on parts in Wyoming.
- Electric Trucks: Hopefully, this month.

Staff training:

- New O&M employees working on their training schedule.
- Annual confined space training for all O&M employees.
- Bypass pump training during the Ashland 2 pump station project.