

**REGULAR MEETING OF BOARD OF DIRECTORS
ROGUE VALLEY SEWER SERVICES
October 17, 2018**

TIME AND PLACE OF MEETING

A regular meeting of the Board of Directors of the Rogue Valley Sewer Services, Jackson County, Oregon, was held at the Rogue Valley Sewer Services Office, 138 West Vilas Road, Central Point, Oregon October 17, 2018 at 7:00 a.m.

PLEDGE OF ALLEGIANCE

PRESENT

Kay Harrison, Director; Wayne Brown, Director; Bill Stults Vice Chairman; Bob Dunn, Chairman;
Absent: Jim Lewis, Director

ALSO PRESENT

Carl Tappert, Manager; Joan Pariani, Executive Secretary; Shane Macuk, Operations Manager;
Via Phone: Jennie Morgan, Stormwater Program Manager

CONSENT AGENDA

Bill Stults motioned and Wayne Brown seconded approval of the consent agenda consisting of minutes of the September 19, 2018 Board Meeting. The motion carried with a unanimous vote of the all board members.

RESOLUTION 18-27: APPROVAL OF THE PURCHASE OF A TRUCK BODY WITH HYDRAULIC LIFT CRANE

Shane Macuk explained that this is to accept the quote for a truck body with lift crane from Carco, a company in Tualatin. The truck chassis will be purchased separately under the Oregon State procurement program.

Kay Harrison motioned and Wayne Brown seconded approval of Resolution 18-27. The motion carried with a unanimous vote of the all board members.

RESOLUTION 18-28: CONSIDERATION OF SHADY COVE FRANCHISE

Carl Tappert reminded the Board that next month the City of Shady Cove will vote on the annexation of the city. This Resolution accepts the Annexation agreement, which is similar to the one RVSS currently has with the City of Eagle Point. The key points of the agreement are: RVSS will lower the monthly sewer rate to \$46 and agrees to maintain this rate for at least 2 years; Shady Cove will continue to bill for sewer service and forward the money to RVSS, RVSS will pay the City \$50,000 per year to do this; RVSS will pay the City a 7% franchise fee; and the City will use existing sewer reserves to pay down debt, any reserves remaining will be transferred to RVSS for a capital reserve fund benefitting the treatment plant. This would only take affect if the annexation is voted in.

Bill Stults and Kay Harrison seconded approval of Resolution 18-28. The motion carried with a unanimous vote of the all board members.

INTERGOVERNMENTAL AGREEMENT WITH THE CITY OF ASHLAND

This City of Ashland has asked RVSS to video inspect the water intake lines above their water treatment plant. The proposed IGA will authorize this work. Chairman Dunn asked why we are using an IGA rather than just working at our hourly rates. Carl stated that we would be working at our hourly rates but that having the IGA is a more formal and appropriate way to do this.

Bill Stults motioned and Wayne Brown seconded approval of the agreement with The City of Ashland. The motion carried with a unanimous vote of the all board members.

Shane also noted that he is working on an IGA with Grants Pass. It should be ready for November's Board meeting.

PROJECT UPDATES

In Nick's absence, Carl updated the Board on current projects. Report attached

STORMWATER UPDATES

Jennie Morgan presented the annual MS4 Stormwater report to the Board for approval.

Kay Harrison motioned and Bill Stults seconded approval of the annual MS4 Stormwater Report. The motion carried with a unanimous vote of the all board members.

Jennie also asked the Board to fund the planting of the Stormwater swale in the city of Phoenix. In 2016, RVSS provided the city with \$50K for a pervious parking lot that was part of the Stormwater management plan for the new community center. The stormwater plan included a bio swale. The city says that they ran out of money to plant the bio swale. Jennie stated that she has some hesitation requesting additional funding since RVSS has already made a large contribution to this project but that the money is available and this is the type of project we have said we want to support. If the Board approves the funds to plant the bio swale, Carl is requesting some sort of recognition that RVSS has funded the project.

Bill Stults motioned and Kay Harrison seconded approval of the funding the planting of the bio swale to a maximum of \$10,000. The motion carried with a unanimous vote of the all board members.

O&M UPDATES

Shane Macuk presented the O&M report. See report attached.

MANAGER'S REPORT

Carl will conduct a Town hall meeting in the city of Shady Cove 10/18/18. The mayor expects a large crowd. Carl also plans to do a radio interview on a Shady Cove station.

Every year Moody's conducts random rating evaluations for municipalities. RVSS' rating increase from A2 to Aa3. This is a two level jump. The improved rating does not affect the payments on our current bonds, but it does make them more attractive on the secondary market. The improved rating would benefit us if we were to issue more bonds, but there are no current plans to do that in the near future.

The solar power is up and running at the Dunn Pump Station. The Renewable Energy Development grant is in the final technical review phase.

The contract has been issued to build the White City Lagoons dump structure. The underground piping is being done by our construction crew. One of the components of the facility will be a large grease interceptor. We plan to coat the inside of this with an epoxy lining and have awarded the contract for this to Molecular Inc., (see memo attached).

Kay Harrison leaves the meeting at 7:50.

CLAIMS LISTING

Bill Stults motioned and Wayne Brown seconded to approve the Claims Listing of \$990,731.76.
The motion carried with a vote of all remaining board members.

ADJOURNMENT

There being no further business, the meeting was adjourned at 7:59 a.m.

ROGUE VALLEY SEWER SERVICES


for Bob Dunn, Chairman
Board of Directors


Joan Pariani, Executive Secretary



ROGUE VALLEY SEWER SERVICES

Location: 138 West Vilas Road, Central Point, OR - Mailing Address: P.O. Box 3130, Central Point, OR 7502-0005
Tel. (541) 664-6300, Fax (541) 664-7171 www.RVSS.us

October 11, 2018

To: RVSS Board of Directors
From: Nick Bakke, District Engineer

Update on Current Work:

J232 Lozier Lane Street Improvements (Medford):

Jackson County and the City of Medford will be reconstructing Lozier Lane from West Main St to Stewart Ave. RVSS system relocations include:

- Sewer laterals found to be in conflict with proposed improvements.
- A short section of 8 inch main on Prune Street.

Work on the existing sewer system will be coordinated through an add work agreement with the City and will be completed under the Lozier Lane contract.

- **Updates:** Sewer manholes are currently being adjusted to final grade.
- **Status:** Construction

J240 Rostell Street Sewer Extension (Central Point)

This project will construct a new 8 inch sewer along Rostell Street from the intersection of Bush Street to approximately 300' north of the intersection. The 8 inch main will replace the existing 6 inch shared service which serves four properties and is in poor condition. In addition, there is a sewer/storm cross-connection on the existing sewer main along Cedar Street to the north. Two inlets collect approximately a quarter acre of impervious surface drainage and are connected directly to the sewer system. The inlets will be disconnected from the sewer system with this project at the City's expense.

- **Status:** Design

J272, OR99 Rapp Rd to North Main (Talent):

This project includes sewer work associated with the Hwy 99 road diet extension through Talent. Work involves various manhole and lateral adjustments. Manhole adjustments and select lateral relocations will be completed via an add-work agreement with ODOT. The remainder of the work will be completed by our crews.

- **Updates:** Sewer construction will be complete once manholes are adjusted to final grade.
- **Status:** Construction

J274, Wilson Way Sewer Extension (White City):

This project includes 5,837 feet of new 10 and 8 inch main. The new 10 inch pipe will be bored across Highway 62 and constructed to the intersection of Dutton Road and Wilson Way. 8 inch main will be extended along Dutton Road replacing the existing 4 inch effluent sewer to just past Dutton PS #1. In addition to the immediate benefits, this project also will facilitate the future decommissioning of 20

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STEP/STEG tanks along Dutton Road and Crater Lake Highway as well as the small 'Pony Farm' pump station maintained by RVSS.

- **Updates:** The contractor has completed all sewer installation and is currently working on paving and site cleanup.
- **Status:** Construction
- **Payments:** \$214,734.20 (September)

J299, FY 19 CIPP Projects (White City & Central Point):

This project will utilize Cured in Place Pipe technology to line approximately 8,000 feet of existing 8, 10 and 12 inch sewer in White City and Central Point. 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. Pipes in high traffic roadways requiring long term traffic control are also good candidates for CIPP.

- **Status:** Design

Q001, Wagner Creek Bridge, Water Quality Facility (Talent):

This is a joint project with the City of Talent, Friends of Wagner Creek and RVSS. The project will install a water quality facility in Wagner Creek Park adjacent to the proposed pedestrian bridge. RVSS will provide design and specifications for construction of the facility and Friends of Wagner Creek will vegetate the facility once constructed. Once complete, the facility will have the capacity to treat 1.62 acres of impervious surface which is equivalent to the future buildout of Rapp Road from Wagner Creek Park to west Wagner Creek Road.

- **Updates:** The stormwater facility has been graded and stabilized. The facility will be planted shortly.
- **Status:** Planting

17-01 Table Rock Road Sewer Extension (Jackson County):

Approximately 2000 feet of new 8" sewer will be installed along Table Rock Road from Airport Way south to the Lone Pine Creek crossing. Construction will be coordinated through an add work agreement with Jackson County and ODOT.

- **Updates:** Sewer manholes are currently being adjusted to final grade.
- **Status:** Construction

18-16 Coast Aluminum Sewer Realignment (Phoenix/Jackson County):

We will partner with a private developer to realign and replace approximately 712 feet of existing deteriorating 12" concrete sewer running across 3411 & 3425 South Pacific Highway north of Phoenix. The project developer will construct an additional 370 feet of pipe during the construction of the commercial project. RVSS will reimburse the developer for costs associated with the added sewer.

- **Updates:** Sewer construction is complete. Sewer manholes will be adjusted to final grade with the private site Improvements.
- **Status:** Construction
- **Payments:** \$49,770 will be paid to the Developer once the sewer has been accepted by RVSS.



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October 17th, 2018

To: RVSS Board of Directors
From: Jennie Morgan, Stormwater Program Manager

RE: Stormwater Program Update

Annual MS4 Report

The annual MS4 report has been prepared for FY18 for submission to DEQ in compliance with the MS4 permit.

Action: Request approval of the MS4 report for submission to DEQ.

City of Phoenix Bioswale Planting

The City of Phoenix has completed construction of their new community center building located in their downtown redevelopment area. This area currently only includes the community center but will eventually include commercial businesses. The stormwater management plan for the downtown redevelopment includes a porous paver parking lot and a bioswale.

In **FY16**, RVSS supplied one third of the cost, \$50,000, for the porous paver parking lot installation from our stormwater capital improvement fund. The porous paver parking lot is complete, however planting of the bioswale feature has not been completed. City staff have informed RVSS that they have no funds to complete planting of the stormwater bioswale. RVSS has funds available in our stormwater capital improvement budget to cover the cost of the bioswale. Should RVSS contribute additional funds to the project in order to facilitate completion of the bioswale? The amount required would likely be around \$10,000.

Action: Decision on providing additional funds to City of Phoenix for bioswale planting.



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October 17, 2018

To: RVS Board of Directors

From: Shane Macuk, Operations Manager

RE: Operations & Maintenance Report

Collection System

- a. Rotational Footages: Staff have flushed a total of 24,289' and have video inspected 42,402'.
- b. Special Cleaning: Root sawed 470', flushed 17,640'.
- c. White City Storm Drain: Flushed 5,062'.
- d. Lagoons: Received 73,250 gallons of septage, 19,505 gallons of porta potty waste, 27,245 gallons of FOG, and 400 gallons of gray water for a total of \$18,060.00.
- e. Shady Cove:
 - i. Pump Stations: Pump came apart at PS#3 (The Cove). We bypass pumped for a couple of days until station was fully operational on one pump.
- f. Gold Hill:
 - i. Flushed 1,274' and video inspected 13,263'.
- g. Special Cleaning Summary: 44 equipment hours and 96 labor hours were spent on special cleaning for a total cost of \$6,230.97.
- h. City of Grants Pass: Located service laterals on Willow Road.
- i. City of Rogue River: Flushed, vacuumed and cleaned pumps stations.
- j. City of Talent: Cleaned storm drain pipes.
- k. Bureau of Reclamation: Video inspected toe drain at Keene Creek Reservoir.

Pump Stations

- a. Solar panel installation at Dunn is complete and operational.

FOG Update

- a. Metered account inspections.

Vehicles & Equipment

- a. Having an issue with the propane kit installed on unit #32.



