

**REGULAR MEETING OF BOARD OF DIRECTORS
ROGUE VALLEY SEWER SERVICES
April 20, 2016**

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, April 20, 2016 at 7:00 a.m.

PLEDGE OF ALLEGIANCE

PRESENT

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

ALSO PRESENT

Carl Tappert, Manager; Brenda Baldovino, Finance Director; Shane Macuk, Operations Manager; Joan Pariani, Executive Secretary; Jennie Morgan, Stormwater Manager; Nick Bakke, District Engineer; Mark Knouff and Ralph Reeder of Reeder, Knouff, Thomas, LLC; Luke Murphy

INTERESTED CITIZENS

Mark Knouff of Reeder, Knouff, Thomas LLC read a letter which he wrote to the Board. He is questioning the fairness of the fees assessed on some property he purchased from foreclosure. He assumed that all fees had been paid by the original owner of the lots. Luke Murphy has purchased the lots next to those of Reeder, Knouff, Thomas LLC and is in the same situation. They are asking that the IDC and WCSDC fees be dismissed.

Carl explained that prior to November 2010 IDC, CSDC &/or WCSDC were payable when a lot was developed. Because of the economy at the time, the Board revised the policy in November 2010 to allow these fees to be paid when the house was to be built. When the change was made, there were a handful of subdivisions that had agreement to defer fees.

The Board decided to table any decision on this matter until next month to give them time to review the information and to have Joe Kellerman look at the issue.

CONSENT AGENDA

Kay Harrison motioned and Wayne Brown seconded approval of the Minutes of March 16, 2016 Board Meeting. Jim Lewis motioned and Bill Stults seconded approval of the assessment order for Steve & Debbie Wolf. Both motions carried with a unanimous vote of all board members.

FINANCE UPDATES

Brenda Baldovino presented the third quarter finance report. Everything is looking good. The general fund is now in a positive ending balance. The only other item to note is that at Bank of the Cascade there is still a small account open. Brenda called to cash it out and the bank asked RVSS to keep it open for now because of a mutual project that is being worked on with the help of Carole Balzer.

PROJECT UPDATES

Carl presented the Project updates for the last time. In the future, Nick Bakke will be presenting them.

J111 Crater Lane: The job will require 11 different easements from property owners. Notices have been sent and two easements have been granted as of the meeting.

J200 Southern Oregon Ready Mix Bank Protection: This is one that Wade started several years ago. The National Marine Fisheries Services gave their biological opinion. This is the last step to get the in water work permit. Hopefully this job will take place this summer.

J262 Hwy 62 Bypass, Phase 2: This is an overpass at Vilas Road. The sewer pipe in this area needs to be relocated so that 30 feet of full won't cover it. Nick is currently working on this project. This job will be reimbursed by ODOT. Chairman Bob Dunn asked when this job was going to start. Carl explained that the State would like for RVSS to be done by the fall.

STORMWATER UPDATES

Jennie Morgan has sent letters to the three property owners within the expanded MS4 boundary who will be charged more than \$10,000 per year due to the boundary change. These customers are: The Southern Oregon Rehabilitation Center, Jackson County Expo, and Harry and David. The only one of these three customers who have called with concerns is the Southern Oregon Rehabilitation Center. Carl and Jenny performed a walking tour of the facility to reassess the property for impervious surfaces. They found a couple acres that will reduce their fee, but not by too much.

Jennie held a free Rain Garden Workshop in Talent for residents. Positive feedback was received.

In February a notice of non-compliance was issued, along with a \$500 fine, to Buntin Construction for repeated failure to maintain BMP's in the Clearview subdivision. Terry Buntin told Jennie that he would be at the April Board Meeting to appeal the fee. He was a no show. Per the Ordinance, he had only 10 days which to file an appeal. The notice was issued on February 17th. He was not within the appeal window. Jennie will send another letter regarding the fine. If it's not paid, then this may be sent to collections. Also, This situation has been reported to DEQ. They will be doing inspections of his DEQ permit.

RVSS is forming a working group to adapt and adopt the Low Impact Development Guidance Manual template. This will replace the current Rogue Valley Stormwater Design Manual. This group is to have representatives from all affected entities on the committee so that when the manual is adopted it will be accepted with minimal issues.

RVSS approved stormwater management plans for 141 Trout Way in White City.

Director Kay Harrison left the meeting at 7:50.

O&M UPDATES

RVSS Maintenance staff have flushed 45,287 feet of pipe and the video inspection crew has inspected 56,164 feet.

The Special Cleaning Staff have flushed a total of 16,510 feet of pipe and video inspected 913 feet.

Shady Cove Treatment Plant received 91,900 gallons of hauled septage in the month of March for a total of \$13,785. Also, the crew video inspected 454 feet in Shady Cove.

The special cleaning totals for March are 195 combined hours of labor & equipment for a total cost of \$7,214.90.

Sixty-seven FOG inspections were completed in the last 30 days. Of those, 24 were in violation of not maintaining their interceptor, 27 were in violation of not maintaining their log books and five had water temperature higher than 140 degrees. Four did not have a grease removal device installed.

A \$500 fine was issued to Kentucky Fried Chicken in White City. They have been dumping the chicken fat into the floor drain and mop sink, neither which have a grease interceptor.

MANAGER'S REPORT

RVSS received a complaint from a property owner that is upset because the tenant in his building installed a grease inceptor without his permission. Carl presented all correspondence to the Board.

The negotiations are continuing with Shady Cove. The City Council has suggested a 10 or 20 year agreement to run the Shady Cove Treatment Plant (SCTP). The City is not comfortable with the idea of annexation. Carl agrees that it is best for RVSS to stay involved in the SCTP. This follows RVSS' mission statement. The concern that Carl has with a long term agreement that is not an annexation is an unforeseen expense that may happen in the future. He is looking for guidance from the Board. Currently RVSS is about \$100,000 in the red. The city of Shady Cove will pay this at the end of the current agreement. This contract ends June 30, 2016.

Last month there was a request from the Wounded Warrior Program to waive a permit fee. The Board approved this action. Another suggestion has been made to offer one year free service to the occupants of the home. This is something that has never been done. This would be good public relations. Chairman Bob Dunn asked that a resolution be written so that it doesn't set a precedence for all charities.

Budget Meeting April 27 @ 7:00 am.

CLAIMS LISTING

Bill Stults motioned and Jim Lewis seconded to approve the Claims Listing of \$512,242.94. The motion carried with a unanimous vote of the remaining board members.

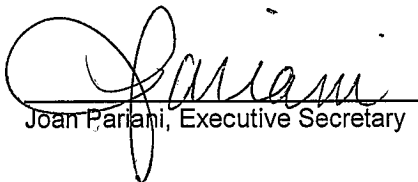
ADJOURNMENT

There being no further business, the meeting was adjourned at 8:12 a.m.

ROGUE VALLEY SEWER SERVICES



Robert Dunn, Chairman
Board of Directors



Joan Parlani, Executive Secretary