

**REGULAR MEETING OF BOARD OF DIRECTORS
ROGUE VALLEY SEWER SERVICES
July 25, 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 July 25, 2018 at 7:00 a.m.

This meeting was held a week later than normal due to the Penninger fire.

PLEDGE OF ALLEGIANCE

PRESENT

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

ALSO PRESENT

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

CONSENT AGENDA

Kay Harrison motioned and Wayne Brown seconded approval of the consent agenda consisting of minutes of the June 20, 2018 Board Meeting. The motion carried with a unanimous vote of the all board members.

RESOLUTION 18-22: AWARD OF PROPOSAL

Shane explained the two proposals were received for a new backhoe. Pape Machinery is the lowest bid of \$159,692.

Wayne Brown motioned and Kay Harrison seconded approval of Resolution 18-22. The motion carried with a unanimous vote of the all board members.

PROJECT UPDATES

District Engineer Bakke updated the Board on current projects. See Engineer's report attached.

STORMWATER UPDATES

In Jennie's absence, Carl presented the actions of the Stormwater Program. See Stormwater report attached.

O&M UPDATES

Operations Manager Shane Macuk gave an update on maintenance operations for the previous month. See O&M report attached.

MANAGER'S REPORT

The City of Shady Cove has prepared the ballot title for an annexation vote. This is expected to be on the November 6th ballot.

The solar project at the office has been completed and is up and running. Carl is still waiting for a flood plain review from Jackson County to move forward with the installation at Dunn Pump Station. The application for a Renewable Energy Development grant was approved for \$159,419.

Carl has submitted an application to Jackson County to get land use clearance for the lagoon improvements. Next step is the DEQ approval. The goal is to have the vector dump station built by the fall.

Conflict of interest forms were passed out and signed by the Board members present.

Carl provided the Board with a self-evaluation of his performance over the past year.

CLAIMS LISTING

Kay Harrison motioned and Wayne Brown seconded to approve the Claims Listing of \$945,244.90. The motion carried with a unanimous vote of all board members.

ADJOURNMENT TO EXECUTIVE SESSION

The Board adjourned to Executive Session at 7:50 to review and evaluate the performance of an officer, employee or staff member if the person does not request an open meeting. This reason for execution session may not be used to do a general evaluation of an agency goal, objective or operation or any directive to personnel concerning those subjects.
ORS 192.660(2)(i) and 192.660(8)

Kay Harrison left the Executive Session at 7:56.

RETURN TO OPEN MEETING

The Board returned to open meeting at 7:57. Wayne Brown motioned and Bill Stults seconded to award Carl Tappert a 2.1% COLA increase effective July 1, 2018. The motion carried with a unanimous vote of the remaining board members.

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:02 a.m.

ROGUE VALLEY SEWER SERVICES

 For Bob Dunn

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

July 25, 2018

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

Engineering Department Update: Dashton Peccia has starting as our summer engineering intern. He is currently working away combining our quarter section record maps into Sewer Basin Maps.

Update on Current Work:

J094 Sarah Lane Sewer Extension (Eagle Point):

This project will replace ±550 feet of shallow asbestos and concrete sewer in poor condition as well as abandon a ±400 feet of 8 inch backyard sewer and one creek crossing. The new sewer will connect to the existing system at the future intersection of Sarah Lane and Buchanan Avenue.

- **Updates:** Construction is complete. RVSS has partnered with the City of Eagle Point to repave Sarah Lane with the project. The City of Eagle Point will reimburse RVSS \$14,505 for their portion of the paving costs.
- **Status:** Complete
- **Payments:** \$30,028.12 (Final Payment)
- **Project Statistics:** Original Bid Price = \$105,984
Final Project Cost = \$105,025

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:** All sewer laterals have been relocated. Sewer construction will be complete once manholes are adjusted to final grade.
- **Status:** Construction

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:** Construction is underway. RVSS will monitor storm drain installation in close proximity to our main line.
- **Status:** Construction

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

- **Updates:** Construction is underway. The contractor has completed the bore across Highway 62 and installed the sewer pipe within the steel casing.
- **Status:** Construction
- **Payments:** \$166,126.50 (June)

J275, Breckenridge Drive Sewer Realignment (Phoenix):

This project will abandon one un-accessible manhole and 465 feet of backyard sewer in Phoenix. This will be accomplished by installing 150 feet of new 8 inch mainline and realigning one service lateral. This work will be performed by our construction crew this summer.

- **Updates:** Our construction crew is approximately 50% complete.
- **Status:** Construction

J278, FY 2018 CIPP Projects (Phoenix & Talent):

This project will utilize Cured in Place Pipe technology to line approximately 4,800 feet of existing 8, 10 and 12 inch sewer in Phoenix and Talent. CIPP technology will be utilized as an alternative to traditional trenching or pipe realignment as many of the pipes are directly adjacent to or under existing mobile homes or other structures.

- **Updates:** The contractor is currently working on final punch list items.
- **Status:** Punch list
- **Payments:** \$145,976.87 (June)

J298, Daisey Lane Pressure Sewer (Jacksonville):

This project will install approximately 700 feet of 2" pressure sewer along a private shared driveway and Daisey Lane in Jacksonville. The project will abandon an existing substandard private sewer crossing at Daisy Creek, consisting of three pressure services suspended across the creek. Each homeowner will be given the choice to reconnect their existing pump to the new pressure main or upgrade to an EOne Grinder pump. If the homeowner chooses to upgrade, they will be responsible for the pump replacement costs and RVSS will assume responsibility for future maintenance of the pump.

- **Updates:** One of the two required easements has been obtained. One property owner will be replacing their existing pump with a new EOne grinder pump.
- **Status:** Design & Coordination

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 is currently under construction
- **Status:** Construction

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



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July 18th, 2018

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

RE: Stormwater Program Update

Illicit Discharge Detection and Elimination

- **Pesticide Stewardship Partnership:** Currently working to develop education and outreach materials targeted at pesticide use by urban home owners.
- **OSU Solve Pest Problems:** We are collaborating with agencies across the state to review website content that has been developed to educate non-commercial users of pesticides and fertilizers.
- **Stream and Outfall Sampling:** This summer we are working on locating and sampling outfalls to Mingus, Horn and Daisy Creeks in Central Point.

Post construction Stormwater Management

- **Rogue Valley Stormwater Design Manual Updates.** I have provided the 2018 version of the Design Manual to the Stormwater Advisory Team for review, discussion and possible approval at today's SWAT meeting. This is a new version of the manual with significant changes to the design requirements.



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July 18, 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 41,965' and have video inspected 41,817'.
- b. Special Cleaning: Root sawed 10,220', flushed 7,951'.
- c. Lagoon Septage: Received 156,445 gallons of hauled septage for a total of \$23,466.75.
- d. Shady Cove:
 - i. Special Cleaning: Video inspected 141', flushed 1,856'.
- e. Gold Hill:
 - i. Nothing to report
- f. Special Cleaning Summary: 83.5 equipment hours and 174.00 labor hours were spent on special cleaning for a total cost of \$12,020.00.
- g. Grants Pass Irrigation District: Video inspected 18" pipe full of roots.
- h. Knife River: Additional TV & flushing performed for the Table Rock Road project. Broken pipe and bellies.

Pump Stations

- a. Two pump failure callouts, Vashiti and W. Gregory.

FOG Update

- a. Nothing to report

Vehicles & Equipment

- a. Propane kits to be installed on four GMC 1500 Sierras the week of August 6th.