



**Roseburg Urban Sanitary Authority**  
**1297 N.E. Grandview Drive**  
**Roseburg, OR 97470**

**REGULAR MONTHLY BOARD MEETING**  
**October 9, 2024**

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# ROSEBURG URBAN SANITARY AUTHORITY AGENDA– OCTOBER 9<sup>TH</sup>, 2024

Board Room, Administrative Offices

1297 NE Grandview Dr., Roseburg, Oregon 97470

[Public Online Access](#)

## AGENDA – 4:00 pm Regular Meeting

1. Call to Order – Chair Dunn
2. Roll Call

John Dunn

David Campos

Tom Dole

Rob Lieberman

Kelsey Wood

3. Consider Minutes
  - a. September 13<sup>th</sup>, Regular Board Meeting
4. Audience Participation – In-Person / via Zoom®
5. Resolution 24-05 - A Resolution Adopting and Revising Public Meetings Policy
6. Resolution 24-06 - Resolution Declaring Surplus Property
7. General Managers Report
  - a. Ameresco – Energy Service Company
    - i. Projects Update
  - b. Deer Creek Siphon Improvements – Project No. 23001
    - i. Project Update
  - c. Umpqua St. Improvements – Project No. 24001
    - i. Project Update
  - d. Stephen St. Improvements – Project No. 24003
    - i. Project Update
  - e. Storage Building – Project No. 24005
    - i. Project Update
  - f. Bisulfite Building Scada Improvements – Project No. 24006
    - i. Project Update
  - g. Roofing – Admin. Building and Garage – Project No. 24007
    - i. Project Update
8. New Developments
9. Staff Report
10. Plant Operations Report – Jacobs
11. Accounts Payable
12. Other Business
13. Adjourn

### AMERICANS WITH DISABILITIES ACT NOTICE

Please contact the Authority’s Finance Department, 1297 NE Grandview Dr., Roseburg, OR 97470 or by phone (541)672-1551 at least 48 hours prior to the scheduled meeting time if you need accommodation.

**ROSEBURG URBAN SANITARY AUTHORITY  
BAORD MEETING OF THE BOARD OF DIRECTORS  
SEPTEMBER MINUTES**

Board Chair John Dunn, called the regular monthly Board Meeting to order at 4:00 p.m. on September 13, 2024. The Board Meeting was held in-person and remotely broadcast by Zoom® Meeting.

**ROLL CALL**

**Directors**

**Present:** Board Chair John Dunn, Kelsey Wood, David Campos & Tom Dole

**Absent:** Board Vice Chair Rob Lieberman

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**Others present:** General Manager Jim Baird, Finance Director Christine Morris, Office Assistant II Harmony Williams, Engineering Technician III Ryon Kershner, Collections Superintendent Steve Lusch, Jacobs Project Manager Dan Prather and Jacobs Project Manager Interim Caleb Trammell

**Consideration of the August 14, 2024 Board Meeting Minutes**

David Campos moved to approve the minutes for the August 14, 2024 Roseburg Urban Sanitary Authority monthly Board Meeting.  
Kelsey Wood seconded the motion.  
The motion passed unanimously.

**Proposal to Change Work Week Definition**

Staff has been conducting community outreach to determine the potential impact of changing RUSA's work week and office hours. Staff made a poll on our Facebook page asking how closing on Friday with expanded hours Monday through Thursday would affect them.

As of September 4<sup>th</sup>, there were 248 participants and 88% of the respondents indicated that the change would not impact them; 10% indicated that the change would be beneficial; and 2% indicated that the change would negatively impact them.

Staff also reviewed the security footage to conduct a customer count. The average number of customers that walk in for service is 11.78 (12) with an average of 11.86 (12) on Fridays.

After looking at the results of our outreach and customer count, staff felt that the proposed change in the work week will not affect our customers adversely and will provide our employees with the opportunity to have a better work-life balance.

Staff requested that the Board change RUSA's work week hours to four ten-hour days, Monday through Thursday.

The Board discussed the proposed change and had several questions.

Tom Dole made a motion to change RUSA's work week hours to four ten-hour days Monday through Thursday.

Kelsey Wood seconded the motion.

Board Chair Dunn requested "Roll Call" for the motion to Change RUSA's work week hours to four ten-hour days Monday through Thursday.

Vote By Roll Call

John Dunn	No
Rob Lieberman	
Tom Dole	Yes
Kelsey Wood	Yes
David Campos	Yes

The motion was passed with a 3/1 vote

**General Managers Report**

Ameresco - Energy Service Company

We are waiting for the notification by the Oregon Department of Energy of the awards for the Community Renewable Energy Grant Program. The latest information is that we should know by the end of September.

Deer Creek Siphon Improvements - Project No. 23001

The Contractor, Black Pearl, did not complete any work during this pay period.

Umpqua Street Improvements - Project, No. 24001

The Contractor, NorthCore, has submitted payment request No. 1. The work completed this period is valued at \$115,267.79, with \$5,763.39 in retainage for a payment request of \$109,504.40. The project Engineer, Alex Palm, and staff have reviewed the request and recommend that the Board approve payment request No. 1 in the amount of \$109,504.40.

Kelsey Wood moved to approve Pay Request No. 1 to NorthCore in the amount of \$109,504.40. David Campos seconded the motion.

Board Chair Dunn requested "Roll Call" for the motion to Approve Pay Request No. 1 in the amount of \$109,504.40.

Vote By Roll Call

John Dunn	Yes
Rob Lieberman	
Tom Dole	Yes
Kelsey Wood	Yes
David Campos	Yes

The motion was passed with a 4/0 vote

Stephens St. Improvements - Project, No. 24003

RUSA has entered an Intergovernmental Agreement (IGA) for the Stephens St. Improvements. RUSA has made the initial payment of \$270,397.17 to the City. The Contractor (Cradar Enterprises Inc.) has not started the construction yet.

Storage Building - Project No. 24005

The Contractor, H3, has completed the site work, foundation and concrete slab. The Contractor has submitted payment request No. 2. The work completed this period is valued at \$82,500, with \$4,173 in retainage for a payment request of \$78,327. The project Engineer, Tom Rogers, and staff have reviewed the request and recommend that the Board approve payment request No. 2 in the amount of \$78,327. The work must be completed December 31<sup>st</sup>, 2024.

Kelsey Wood moved to approve Pay Request No. 2 to H3 in the amount of \$78,327. David Campos seconded the motion.

Board Chair Dunn requested “Roll Call” for the motion to Approve Pay Request No. 2 in the amount of \$78,327.

Vote By Roll Call

John Dunn	Yes
Rob Lieberman	
Tom Dole	Yes
Kelsey Wood	Yes
David Campos	Yes

The motion was passed with a 4/0 vote

Bisulfite Building SCADA Improvements - Project No. 24006

The contractor, Sims Electric, did not complete any work during this pay period. The work must be completed October 31<sup>st</sup>, 2024.

Roofing – Admin. Building and Garage - Project No. 24007

The contractor, Roseburg Roofing and Supply Company, has not completed any work during this pay period.

Manhole Rehabilitation - Project, No. 24009

The Contractor, Underground Tech, has completed the rehabilitation of 10 manholes. The total cost was \$49,902.60.

**Jacobs Plant Operations Report**

Dan Prather advised that the treatment facility averaged 96% BOD removal and 96% Total Suspended Solids removal during August. The total Effluent flow was 88.72 million gallons all of which went to the NTS at Outfall 002.

**Accounts Payable**

The Board reviewed the Accounts Payable Report and Addendum for the September 2024 Accounts Payable and addressed questions.

David Campos made a motion to approve the Accounts Payable Report and Addendum as presented.

Kelsey Wood seconded the motion.

**Vote By Roll Call**

Board Chair Dunn requested “Roll Call” for the motion to approve Accounts Payable and the Addendum as presented:

John Dunn	Yes
Rob Lieberman	
Tom Dole	Yes
Kelsey Wood	Yes
David Campos	Yes

The motion was passed with a 4/0 vote

**Other Business**

None.

**Attached Additional Items Presented**

Budget to Actual Report  
Accounts Payable Addendum

Respectfully submitted,



Harmony Williams  
Office Assistant II

**ROSEBURG URBAN SANITARY AUTHORITY**  
**as of June 30, 2024**

	<b>Budget FYE 23-24</b>	<b>Current Year To Date</b>	<b>Prior Year To Date</b>	<b>(OVER) Under Budget</b>	<b>YTD Total as a Percent of Budget</b>
<b><u>GENERAL FUND</u></b>					
<b>EXPENDITURES</b>					
Administration & Engineering					
Personal Services	943,820	889,633	776,055	54,187	94.26%
Materials & Services	508,600	411,676	346,432	96,924	80.94%
Capital Outlay	532,500	359,576	84,645	172,924	67.53%
Treatment					
Materials & Services	2,637,600	2,243,257	2,046,839	394,343	85.05%
Capital Outlay	650,000	22,725	8,242	627,275	3.50%
Collection					
Personal Services	922,460	776,095	749,335	146,365	84.13%
Materials & Services	192,700	120,463	115,675	72,237	62.51%
Capital Outlay	1,205,500	308,692	126,150	896,808	25.61%
Finance					
Personal Services	549,740	521,425	437,085	28,315	94.85%
Materials & Services	320,900	136,772	93,128	184,128	42.62%
Capital Outlay	48,000	28,951	9,119	19,049	60.32%
Transfers	2,628,000	2,628,000	717,000	0	100.00%
Contingency	550,000	0	0	550,000	0.00%
Unappropriated Ending Fund Balance	3,946,890	0	0	3,946,890	0.00%
Total Budget	15,636,710	8,447,265	5,509,703	7,189,445	54.02%

<b>RESOURCES</b>					
Sewer Service Fees	7,891,500	8,463,611	5,708,730	(572,111)	107.25%
Miscellaneous Income	1,256,610	105,342	133,881	1,151,268	8.38%
Penalties	145,000	156,148	140,112	(11,148)	107.69%
Interest Income	110,000	306,917	160,049	(196,917)	279.02%
	9,403,110	9,032,018	6,142,772	371,092	96.05%
Beginning Fund Balance	6,233,600				
Total Budget	15,636,710				

**COLLECTION SYSTEM EXPANSION**

<b>EXPENDITURES</b>					
Construction Projects	1,178,410	0	0	1,178,410	0.00%
Unappropriated Ending Fund Balance	0	0	0	0	0.00%
Total Budget	1,178,410	0	0	1,178,410	0.00%
<b>RESOURCES</b>					
Interest Income	36,410	72,103	42,468	(35,693)	198.03%
System Development Charges	138,000	224,881	185,099	(86,881)	162.96%
	174,410	296,984	227,568	(122,574)	170.28%
Beginning Fund Balance	1,004,000				
Total Budget	1,178,410				

**INFRASTRUCTURE REPLACEMENT RESERVE FUND**

<b>EXPENDITURES</b>					
Construction Projects	3,000,000	2,609,211	391,507	390,789	86.97%
Unappropriated Ending Fund Balance	0	0	0	0	0.00%
Total Budget	3,000,000	2,609,211	391,507	390,789	86.97%
<b>RESOURCES</b>					
Interest Income	40,000	71,470	40,946	(31,470)	178.67%
Transfers from Other Funds	128,000	128,000	1,433,825	0	100.00%
Sewer Service Fees	267,000	270,289	267,408	(3,289)	101.23%
	435,000	469,759	1,742,179	(31,470)	107.99%
Beginning Fund Balance	2,565,000				
Total Budget	3,000,000				

**ROSEBURG URBAN SANITARY AUTHORITY**  
**as of June 30, 2024**

	<b>Budget FYE 23-24</b>	<b>Current Year To Date</b>	<b>Prior Year To Date</b>	<b>(OVER) Under Budget</b>	<b>YTD Total as a Percent of Budget</b>
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**TREATMENT PLANT EXPANSION**

**EXPENDITURES**

Construction Projects	741,700	0	0	741,700	0.00%
Unappropriated Ending Fund Balance	0	0	0	0	0.00%
<b>Total Budget</b>	<b>741,700</b>	<b>0</b>	<b>0</b>	<b>741,700</b>	<b>0.00%</b>

**RESOURCES**

Interest Income	22,300	43,745	25,679	(21,445)	196.17%
System Development Charges	75,100	118,340	97,357	(43,240)	157.58%
	97,400	162,086	123,036	(64,686)	166.41%
Beginning Fund Balance	644,300				
<b>Total Budget</b>	<b>741,700</b>				

**PLANT EQUIPMENT REPLACEMENT**

**EXPENDITURES**

Misc Plant Equipment Projects	1,993,000	278,763	418,532	1,714,237	13.99%
Unappropriated Ending Fund Balance	0	0	0	0	0.00%
<b>Total Budget</b>	<b>1,993,000</b>	<b>278,763</b>	<b>418,532</b>	<b>1,714,237</b>	<b>13.99%</b>

**RESOURCES**

Transfer from General Fund	300,000	300,000	0	0	100.00%
Grants	190,000	0	0		
Interest Income	29,000	69,704	49,850	(40,704)	240.36%
	519,000	369,704	49,850	(40,704)	71.23%
Beginning Fund Balance	1,474,000				
<b>Total Budget</b>	<b>1,993,000</b>				

**ASSET ACQUISITION & REPLACEMENT FUND**

**EXPENDITURES**

Transfers to Other Funds	0	0	716,825	0	0.00%
Unappropriated Ending Fund Balance	6,578,500	0	0	6,578,500	0.00%
<b>Total Budget</b>	<b>6,578,500</b>	<b>0</b>	<b>0</b>	<b>6,578,500</b>	<b>0.00%</b>

**RESOURCES**

Sewer Service Fees	1,066,200	1,081,147	1,069,619	(14,947)	101.40%
Interest Income	66,000	208,254	100,572	(142,254)	315.54%
Transfer From General Fund	2,200,000	2,200,000	0	0	100.00%
	3,332,200	3,489,400	1,170,191	(157,200)	104.72%
Beginning Fund Balance	3,246,300				
<b>Total Budget</b>	<b>6,578,500</b>				



# Accounts Payable

## Checks by Date - Detail by Check Date

User: christine  
 Printed: 9/13/2024 3:45 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
<b>ACH</b>	Cintas 9286268482	Cintas Corporation No. 3 Water cooler agreement	09/13/2024	90.00
Total for this ACH Check for Vendor Cintas:				90.00
52329	WATER INV22326	City of Roseburg Bulk water use and permit	09/13/2024	158.42
Total for Check Number 52329:				158.42
52330	HRANSWEF INV-105913a INV-105913b	HR Answers, Inc. Personnel handbook review Respectful workplace training	09/13/2024	360.00 2,738.90
Total for Check Number 52330:				3,098.90
52331	SUNRISE INV0042788 INV0042807	Sunrise Enterprises, Inc Monthly landscape services Monthly janitorial services	09/13/2024	230.00 595.00
Total for Check Number 52331:				825.00
52332	West Tes 29684 29710	Western Testing LLC Testing and Inspection Services-Umpqua St Concrete Inspection & Testing Services for Stora	09/13/2024	18,013.25 1,548.05
Total for Check Number 52332:				19,561.30
Total for 9/13/2024:				23,733.62
Report Total (5 checks):				23,733.62

## **RESOLUTION NO. 24-05**

### **A RESOLUTION ADOPTING A REVISED PUBLIC MEETINGS POLICY**

WHEREAS, by Resolution No. 20-05 the Board of Directors (“Board”) of the Roseburg Urban Sanitary Authority (“RUSA”) adopted policies for conducting public meetings in compliance with Oregon law; and

WHEREAS, the Board seeks to address recent changes in Oregon law, to clarify existing policies, and to consolidate RUSA’s public meetings policies into a single document;

NOW, THEREFORE, the Board hereby resolves as follows:

1. The revised Public Meetings Policy attached hereto is hereby adopted.
2. Upon the effective date of this Resolution, Resolution No. 20-05 is hereby rescinded and replaced in entirety by the attached Public Meetings Policy.

**ADOPTED BY THE ROSEBURG URBAN SANITARY AUTHORITY’S BOARD OF DIRECTORS  
THIS 9<sup>th</sup>, DAY OF October, 2024.**

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John Dunn, Board Chair

**ATTEST:**

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James V. Baird, General Manager



# ROSEBURG URBAN SANITARY AUTHORITY

ROSEBURG, OR • FOUNDED 1983

## PUBLIC MEETINGS POLICY

This policy applies to all meetings of the Board of Directors of the Authority, and, unless the context clearly indicates otherwise, to any meetings of subcommittees, or advisory groups appointed by the Board if such subcommittees or advisory groups normally have a quorum requirement, take votes, and form recommendations as a body for presentation to the Board of Directors.

### Board Meetings

Preparation. The agenda, General Manager's report, statement of bills and semi-annual finance report shall be given to each member of the Board of Directors at least four (4) days prior to any regularly scheduled Board meeting. The General Manager shall also provide members with detailed information relating to items on the agenda, including any applicable Board policies.

Agenda. After conferring with the Board Chair, the clerk of the Board shall draft the agenda according to the following general format:

- Call to order (by Board Chair or designee)
- Roll Call (by Board designee)
- Review and Approve Minutes from Prior Meeting
- Audience Participation (testimony from citizens)
- General Manager's Report
- Finance Director Budget to Actual Report (Semiannually)
- New Developments Report (Engineering Department)
- Staff Report (Collections Department, Engineering Department, Finance Department)
- Plant Operations Report (Jacobs)
- Accounts Payable
- Other Business
- Agenda suggestions for future meetings from Board members and Authority personnel
- Executive Session (*if required -- include citation to statutory authority*)
- Adjournment

### Notice and Location of Meetings

Compliance with Law. All meetings shall be conducted in accordance with the Oregon Public

Meetings Law, ORS 192.610-192.705.

Location of Meetings. All meetings shall be held within the geographic boundaries of the Authority, except for training sessions held without any deliberations toward a decision. No meeting shall be held in any place where discrimination on the basis of race, creed, color, sex, age, national origin, or disability is practiced. All meetings shall be held in a facility accessible to those with disabilities.

Meetings Held By Electronic Means. All meetings of the Board, excluding executive sessions, must provide to members of the general public, to the extent reasonably possible, an opportunity to:

- (a) Access and attend the meeting by telephone, video or other electronic or virtual means;
- (b) If in-person oral testimony is allowed, submit during the meeting oral testimony by telephone, video or other electronic or virtual means; and
- (c) If written testimony is allowed, submit written testimony, including by electronic mail or other electronic means, so that the governing body is able to consider the submitted testimony in a timely manner.

Regular Meetings. Unless otherwise agreed by a majority of the Board, the Board shall hold regular monthly meetings at 4 p.m. (Pacific Time) on the second Wednesday of each month. Such meetings shall be held at RUSA's Administrative Office, 1297 NE Grandview Drive, Roseburg Oregon, or at such other places and times as the Board may designate from time to time.

Special Meetings. The Board may hold special meetings at the request of the Board Chair; the Vice-Chair in the absence of the Board Chair; or any three members of the Board. No special meeting shall be held upon less than 24 hours' public notice.

Emergency Meetings. Emergency meetings may be held at the request of persons entitled to call special meetings, upon less than 24 hours' notice when there are objective circumstances which, in the judgment of the person or persons calling the meeting, create a real and substantial risk of harm to the Authority which would be substantially increased by a delay of 24 hours' notice. The convenience of Board members is not grounds for calling an emergency meeting.

At the beginning of any emergency meeting, the officer or directors calling the meeting shall recite the reason(s) for calling the emergency meeting, and the reason(s) shall be noted in the minutes. Only business related directly to the emergency shall be conducted at an emergency meeting. If the Board determines that the reasons for calling the meeting are insufficient, the meeting shall be immediately adjourned.

Notice of Meetings. Notice of the time, place, and principal subjects to be considered shall be given for all meetings. For regular or special meetings, the notice shall be in the form of an agenda, which shall be sent to all Board members, local media, and to all persons or other media representatives having requested notice in writing of every meeting. The agenda shall also be published or posted at the following locations within the Authority: RUSA's web site [www.rusa-or.org](http://www.rusa-or.org), RUSA's Administrative Offices 1297 NE Grandview Drive, Roseburg Oregon.

Written notice shall also be sent to any persons who the Authority knows may have a special interest in a particular action, unless such notification would be unduly burdensome or expensive. For emergency meetings, the Authority shall give as much notice as possible under the circumstances, but at minimum will contact local media to inform them of the meeting.

Executive Sessions. Notice for a meeting called solely to hold an executive session shall be given in the same manner as notice for regular, special and emergency meetings set forth above. The notice shall indicate the general subject matter to be considered and set forth the statutory basis for calling the executive session.

Interpreters for the Hearing Impaired. The Authority shall comply with ORS 192.630(5) regarding the provision of interpreters for the hearing impaired at Board meetings, in accordance with the following rules:

- The Authority shall make a good faith effort to have an interpreter for hearing impaired persons provided at any regularly scheduled meeting if the person requesting the interpreter has given the Authority at least 48 hours' notice of the request, provided the name of the requester, the requester's sign language preference, and any other relevant information which the Authority may require. "Good faith efforts" shall include contacting the Oregon Disabilities Commission, or other state or local agencies that maintain a list of qualified interpreters.
- If a meeting is held upon less than 48 hours' notice, the Authority shall make reasonable efforts to have an interpreter present.
- The requirement for an interpreter does not apply to emergency meetings.
- The General Manager shall be responsible for developing and maintaining a list of qualified interpreters and is responsible for arranging for the attendance of an interpreter at any meeting for which an interpreter is requested.

## **Board Meeting Conduct**

Quorum. A majority of the positions on the Board (filled or vacant) shall constitute a quorum. A quorum is required to be present in order for the Board to deliberate or take any final action. If only a quorum is present, a unanimous vote shall be required to take final action.

Presiding Officer. The Board Chair shall preside at Board meetings. In the Chair's absence, the Vice-Chair shall preside. If both the Chair and Vice-Chair are absent, the remaining members shall select a board member to preside.

Conduct of Meetings. The Board Chair or other presiding officer at any Board meeting shall have full authority to conduct the meeting. Meetings shall be conducted in such a manner as to provide a

full and fair opportunity for discussion of the issues in an efficient and timely manner. Any decision of the presiding officer at the meeting may be overridden by a majority vote of the Board.

Public Participation. If public participation is to be a part of the meeting, the presiding officer may regulate the order and length of appearances, and limit appearances to presentations of relevant points. Persons failing to comply with the reasonable rules of conduct outlined by the presiding officer, or causing any disturbance, may be asked or required to leave. Any individual who fails to leave the premises when asked to do so may be treated as a trespasser, and law enforcement personnel may be contacted to remove the individual.

Electronic Equipment. The presiding officer shall inform persons attending any meeting of the Board of reasonable rules necessary to ensure an orderly and safe meeting, including rules related to the operation of electronic recording equipment. The physical comfort and safety of members of the Board and the public attending the meeting shall be of primary concern in formulating such rules.

Recording of Votes. Votes shall be recorded in the meeting minutes. Any member may request that his or her vote be changed prior to consideration of the next order of business.

Vote Explanations. Members of the Board may append to the record, at the time of voting, a statement indicating the reason for any vote or abstention.

Conflict of Interest/Ex Parte Contacts. Any Board member with a potential conflict of interest shall declare the conflict for the record but may participate in discussions and vote. Any Board member with an actual conflict of interest shall declare the conflict for the record, and refrain from discussion or voting. If any member of the Board has had any ex parte contact in a quasi-judicial matter, the member shall declare the contact prior to participating in discussion on the matter.

Smoking. Oregon's Indoor Clean Air Act prohibits smoking in Authority buildings and within 10 feet of all entrances, exits and accessibility ramps that lead to and from an entrance or exit, windows that open and air-intake vents. "Smoking" includes cigarettes, cigars, pipes, and the use of "inhalant delivery systems" (vaping); and other devices. The Board may adopt anti-smoking policies that are stricter than state law and prohibit smoking on Authority properties other than buildings.

Adjournment. Upon completion of the entire agenda, or at a pre-determined ending time, a board member shall make a motion to adjourn the meeting. Another board member shall second the motion, and the board chair (or acting board chair) shall declare the meeting adjourned.

However, in emergency circumstances (medical emergency, threat to public safety, etc.), the meeting may be adjourned without motion or preamble. If a loss of board quorum occurs for any reason during the meeting, the meeting is considered adjourned at that point.

The minutes of the meeting shall reflect how and why the meeting was adjourned.

## Executive Sessions

**Notice.** Notice for meetings called only to hold executive sessions shall be given in the same manner as notice for regular, special and emergency meetings set forth above, except that the notice shall indicate the general subject matter to be considered at the executive session and set forth the statutory basis for calling the executive session.

**No Final Decisions.** The Board may fully discuss board members' views but may not make any final decisions during any executive session.

**Authorized Purposes.** Executive sessions may be held only for the following purposes:

**ORS 192.660(2)(a).** To consider the employment of a public officer, employee, staff member or individual agent if:

- A. The Authority has advertised the vacancy;
- B. The Board has adopted regular hiring procedures;
- C. In the case of an officer, the public has had the opportunity to comment on the employment of the officer; and
- D. In the case of a General Manager, the governing body has adopted hiring standards, criteria and policy directives in meetings open to the public in which the public has had the opportunity to comment on the standards, criteria and policy directives.

This authority does not apply to:

- (1) The filling of a vacancy in an elective office.
- (2) The filling of a vacancy on any public committee, commission or other advisory group.
- (3) The consideration of general employment policies.
- (4) The employment of the chief executive officer, other public officers, employees and staff members of a public body when the procedures listed above have been followed.

**ORS 192.660(2)(b).** To consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent who does not request an open hearing.

**ORS 192.660(2)(c).** To consider matters pertaining to the function of the medical staff of a public hospital licensed pursuant to ORS 441.015 to 441.119 and 441.993 including, but not limited to, all clinical committees, executive, credentials, utilization review, peer review committees and all other matters relating to medical competency in the hospital.

**ORS 192.660(d).** To conduct deliberations with persons designated by the governing body to carry on labor negotiations.

**ORS 192.660(e).** To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

**ORS 192.660(f).** To consider information or records that are exempt by law from public inspection.

**ORS 192.660(g).** To consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations.

**ORS 192.660(h).** To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

**ORS 192.660(i).** To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

**ORS 192.660(j).** To carry on negotiations under ORS chapter 293 with private persons or businesses regarding proposed acquisition, exchange or liquidation of public investments.

**ORS 192.660(k).** To consider matters relating to school safety or a plan that responds to safety threats made toward a school.

**ORS 192.660(n).** To discuss information about review or approval of programs relating to the security of any of the following:

- (A) A nuclear-powered thermal power plant or nuclear installation.
- (B) Transportation of radioactive material derived from or destined for a nuclear-fueled thermal power plant or nuclear installation.
- (C) Generation, storage or conveyance of:
  - (i) Electricity;
  - (ii) Gas in liquefied or gaseous form;
  - (iii) Hazardous substances as defined in ORS 453.005 (7)(a), (b) and (d);
  - (iv) Petroleum products;
  - (v) Sewage; or
  - (vi) Water.
- (D) Telecommunication systems, including cellular, wireless or radio systems.
- (E) Data transmissions by whatever means provided.

**ORS 192.660(o).** To consider matters relating to the safety of the governing body and of public body staff and volunteers and the security of public body facilities and meeting spaces.

**ORS 192.660(p).** To consider matters relating to cyber security infrastructure and



responses to cyber security threats.

**ORS 192.660(3).** Labor negotiations IF negotiators for both sides request that negotiations be conducted in executive session. Labor negotiations conducted in executive session are not subject to the notification requirements of ORS 192.640.

Conduct of Executive Session. The Board Chair or other presiding officer shall announce the statutory authority for the executive session before going into closed session. Once the executive session has been convened, the Chair shall direct any representatives of the news media who are present not to report information from the executive session. Board members, staff and other persons present shall not discuss or disclose executive session proceedings outside of the executive session without prior authorization of the Board as a whole.

## Minutes

Minutes. The Board shall keep minutes of all of its meetings, including executive sessions, in accordance with the requirements of ORS 192.650. Minutes may be taken in writing or by audio recording, and shall include at least the following information:

- All members of the Board present.
- All motions, proposals, resolutions, orders, ordinances and measures proposed and their disposition.
- Results of all votes, including the vote of each member by name.
- The substance of any discussion on any matter.
- A reference to any document discussed at the meeting.

Minutes of executive sessions shall be kept separately from minutes of open meetings.

Disclosure of Executive Session Minutes. If disclosure of material in the executive session minutes would be inconsistent with the purpose for which the executive session was held, the material may be withheld from disclosure. No executive session minutes may be disclosed without prior authorization of the Board.

Retention. Any tape recordings or written minutes of public Board meetings or executive sessions shall be retained by the Authority until such time as their disposal is authorized by rule or specific authorization of the State Archivist pursuant to ORS 192.105.

Availability to the Public. Written minutes of public sessions shall be made available to the public within a reasonable time after the minutes have been approved by the Board.

## Remote Public Meetings

The following procedures apply to meetings held by telephone or electronic means, pursuant to ORS 192.679:

1. Meetings, whether remote or physical, will continue to be held at normally scheduled dates and times. This schedule will continue to be publicized on the Roseburg Urban Sanitary Authority's (RUSA) website ([www.rusa-or.org](http://www.rusa-or.org)).
2. Agendas and prior minutes will continue to be published on the RUSA website.
3. Meetings will be held using the Zoom® Webinar platform and a link to each meeting will be published on the RUSA website.
4. When board members, staff, and other special attendees must also attend remotely, they will enter the webinar as panelists. In this capacity, not only will they be able to listen, but they will also have permission to be seen on camera, to turn off the camera if they so desire, to speak, or to have their microphones muted. The reason for the ability to mute their microphones is to be able to cut down on background noise if it becomes a problem. They will also have the ability to see any questions that may be presented via the Q&A section of Zoom® and to respond to those questions. The ability to join by phone is also an option.
5. If for any reason a panelist does not have a camera and microphone, RUSA, at the discretion of the general manager, will provide adequate equipment for them.
6. The public will join the webinar as regular attendees, with the ability to watch, listen, and ask questions via the Q&A or chat functionality of the Zoom® program. Regular attendees will not, by default, have the ability to speak. This is to help eliminate background noise, to hold an orderly meeting, and to prevent such things as "Zoom Bombing."
7. Attendee questions or comments can be submitted to the Board by mail or email to be presented at the Board meeting. Attendees may also ask a question of or make a statement to the board by calling the regular office phone number (541) 672-1551 and ask that it be presented to the board via staff. In the event that a regular attendee would like to be heard by the board during the meeting, the meeting administrator (in most cases the General Manager), may decide to temporarily promote an attendee to a panelist position to enable the attendee to unmute and address the board.
8. The broadcasting of the meeting will be monitored by an employee of RUSA and if, for whatever reason, the broadcast fails, the meeting will be paused until the

broadcast can be reestablished.

9. The audio of all meetings will be recorded and retained in accordance with ORS 192.650 and ORS192.105.

RUSA is dedicated to doing everything within its ability to make all public meetings as transparent as possible and to give all RUSA customers the ability to attend and be heard at said meetings.

*For the purposes of this policy, the term meeting and webinar are used interchangeably. When speaking of the “electronic meeting” this document is referring to Zoom® Webinars.*

**RESOLUTION NO. 24-06**

**A RESOLUTION DECLARING SURPLUS PROPERTY**

**RECITAL:**

Roseburg Urban Sanitary Authority, a Local Government, must declare property not needed to be surplus by Resolution. As established by Resolution 05-01, Exhibit "A" section "H" (Disposal of Surplus Property) the Authority has established policies to dispose of property that is of no use or value to the Authority.

**NOW THEREFORE, IT IS HEREBY RESOLVED**, that the Board of Directors of the Roseburg Urban Sanitary Authority, the Governing Body, does hereby declare the following surplus to the needs of the Authority:

- 1996 416B Caterpillar Backhoe VIN No. 8SG14544

Be it resolved further the above surplus property will be disposed of as provided for in Resolution 05-01 Exhibit A.

**THIS RESOLUTION IS ADOPTED BY THE ROSEBURG URBAN SANITARY AUTHORITY'S BOARD OF DIRECTORS THIS 9th DAY OF October 2024.**

**ATTESTED:**

**ROSEBURG URBAN SANITARY  
AUTHORITY**

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**James V. Baird, General Manager**

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**John Dunn, Board Chair**

## GENERAL MANAGERS REPORT

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Date: 10/03/24  
To: Roseburg Urban Sanitary Authority, Board of Directors  
From: James V. Baird, General Manager  
Re: General Managers Informational Report to the Board

### **Ameresco - Energy Service Company**

The Oregon Department of Energy announced the round three recipients to receive nearly \$18 million in Community Renewable Energy Grant Program funds. RUSA has been awarded funds for all three projects we submitted. We were awarded \$1,000,000 toward the construction of 108 kW solar PV array to offset 44 percent of the wastewater treatment plant energy use; and \$870,870 toward the construction of 50 kW solar PV array with a 186 kW battery storage system offsetting 100 percent of the Administrative Offices energy use; and \$1,000,000 toward the construction of a 400kW floating solar PV array offsetting 64% of the NTS energy use.

### **Deer Creek Siphon Improvements - Project No. 23001**

The Contractor, Black Pearl Paving & Excavation, has submitted payment request No. 1. The work completed this period is valued at \$121,630, with \$6,081.50 in retainage for a payment request of \$115,548.50. The project Engineer, Tyler Molatore with Dyer Partnership, and staff have reviewed the request and recommend that the Board approve payment request No. 1 in the amount of \$115,548.50.

### **Umpqua Street Improvements - Project, No. 24001**

The Contractor, Northcore, has submitted payment request No. 2. The work completed this period is valued at \$289,743.65, with \$14,487.18 in retainage for a payment request of \$275,256.47. The project Engineer, Derek Miller with i.e. Engineering, and staff have reviewed the request and recommend that the Board approve payment request No. 2 in the amount of \$275,256.47.

### **Stephens St. Improvements - Project, No. 24003**

The Contractor (Cradar Enterprises Inc.) has not started the construction yet.

### **Storage Building - Project No. 24005**

The Contractor, H3, has submitted payment request No. 3. The work completed this period is valued at \$189,365, with \$9,468 in retainage for a payment request of \$179,896. The project Engineer, Tom Rogers with Rogers Engineering, and staff have reviewed the request and recommend that the Board approve payment request No. 3 in the amount of \$179,896.

### **Bisulfite Building SCADA Improvements - Project No. 24006**

The Contractor, Sims Electric, has submitted payment request No. 2. The work completed this period is valued at \$10,000, with \$500 in retainage for a payment request of \$9,500. The project Engineer, Brady Fuller with Jacobs, and staff have reviewed the request and recommend that the Board approve payment request No. 2 in the amount of \$9,500.

### **Roofing – Admin. Building and Garage - Project No. 24007**

The contractor, Roseburg Roofing and Supply Company, has been working on punch list items. There is no pay estimate this month.



# OREGON DEPARTMENT OF ENERGY GRANT PROGRAM SUPPORTS RENEWABLE AND RESILIENT ENERGY DEVELOPMENT IN COMMUNITIES ACROSS THE STATE

September 24, 2024

**Media Contact:** [Jennifer Kalez](#)

**Program Contact:**

[community.grants@energy.oregon.gov](mailto:community.grants@energy.oregon.gov)

SALEM — The Oregon Department of Energy has selected 34 recipients to receive nearly \$18 million in [Community Renewable Energy Grant Program](#) funds. The program supports planning and construction of renewable energy or energy resilience projects for Tribes, public bodies, and consumer-owned utilities.

ODOE received 75 applications requesting over \$47 million to support projects for this third round of grant funding. Awards were chosen on a



A new community solar project in Ontario, OR was the first fully constructed project supported by the Oregon Department of Energy's [Community Renewable Energy Grant Program](#). [Learn more](#) about the project.

committee, which included community-based organizations, renewable energy advocates, industry leaders, and technical experts from across the state. Committee members considered project feasibility and strength, equity, cost savings, economic development, and other features to select the 34 awarded projects.

The Confederated Tribes of Grand Ronde will receive a pair of grants totaling about \$1.9 million each to install 148-kilowatt rooftop solar and paired energy storage at the Tribe's Child Development Center and the Tribe's Resident Resilience Center. The Confederated Tribes of Warm Springs will receive \$1 million to install 108 kilowatts of solar and 240 kilowatts of energy storage to position Indian Head as the first tribal casino in Oregon to achieve net-zero energy. The City of Madras will receive \$1 million to construct a 1.14-megawatt floating solar project at its wastewater treatment facility. The project will generate over 1.8 million kilowatt-hours of energy while reducing algae buildup in water used by local farmers for irrigation. Over at the coast, the City of Depoe Bay will receive \$95,000 to support planning efforts for a 130-kilowatt solar installation at City Hall, which serves as an emergency operations and communications center, stores emergency food and supplies, and can be used as a shelter during a disaster or severe weather event. The city plans to pair the solar with 100 kilowatts of battery storage and 180 kilograms of hydrogen fuel cell storage. Lake Health District in Lakeview will use \$25,000 in planning funds to improve or expand geothermal heating sources at the Lake District Hospital, and support improvements to the geothermal heating system serving Lakeview schools.

For this third round of Community Renewable Energy Grants, ODOE was pleased to see returning program participants that received previous planning grants request construction funds to put those plans into action. Hood River County received a grant in 2023 to plan for a solar and paired storage project to run emergency operations or a community shelter at the Mount Hood Town Hall. The County will now receive \$972,933 to construct the project. The City of Oakridge also received a planning grant in 2023, and will now receive \$332,500 to install a solar and paired storage project to support critical community facilities at the Willamette Activity Center. In total, ODOE's program is supporting 17 planning and 17 construction projects in this third round of funding – see a complete

“The Oregon Department of Energy is proud to offer this grant program, which supports projects that generate renewable energy and strengthen resilience in Oregon communities,” said ODOE Director Janine Benner. “We were pleased to see previous planning grant awardees return to request construction funding to make their projects a reality. That’s one thing that makes this program so valuable and unique – it can support important community projects from start to finish.”

ODOE will finalize performance agreements with the awardees, which outline their responsibilities for receiving the funds. After finalizing the agreements, the agency can release up to 30 percent of the grant, with the remaining funds released upon project completion and verification.

The [Community Renewable Energy Grant Program](#) was created by the Oregon Legislature in 2021 to support projects outside Portland city limits. ODOE awarded a [first round of \\$12 million in grants](#) in 2022, a [second round in 2023](#), and expects to make at least one more round of funding available in 2025.

## ALL AWARDED PROJECTS

### **City of Eugene** | Construction Resilience | \$1,000,000

Installation of a 120 kW solar PV system that will generate 175,700 kWh annually, as well as a 440 kW energy storage system that replaces diesel generator backup power at a public works facility that serves as a critical hub for Public Works first responder staff during seasonal emergencies.

### **City of Madras** | Construction Renewable | \$1,000,000

Installation of 1.14 MW net-metered floating solar project that will generate 1,837,226 kWh net energy and optimize an unusable body of water at the city’s wastewater treatment facility, while reducing algae buildup in downline irrigation use by area farmers.

### **City of Oakridge** | Construction Resilience | \$332,500

Installation of a roof-mounted 125 kW solar PV system, estimated to produce 150,480 kWh annually, and a 115 kWh battery energy storage



system to support critical community facilities and enhance emergency preparedness at Willamette Activity Center.

**City of Pendleton** | Construction Resilience | \$1,000,000

Installation of a 500 kW, 1,100 kWh battery energy storage system and microgrid to ensure uninterrupted operation of essential wastewater treatment facility infrastructure during outages. The project also supports local peak power resilience via Pacific Power's Demand Response program.

**Confederated Tribes of Grand Ronde (CDC)** | Construction Resilience | \$ 936,750

Installation of a 148 kW roof-mounted solar PV system that will generate 309,750 kWh annually, and a 660 kW energy storage system supporting the tribal community's Child Development Center.

**Confederated Tribes of Grand Ronde (RRC)** | Construction Resilience | \$ 1,000,000

Installation of a 148 kW roof-mounted solar PV system that will generate 309,750 annually, and a 660kW energy storage system for the Tribe's Resident Resilience Center that serves as a safe space for nearly 2,500 community members to shelter and support during climate events

**Confederated Tribes of Warm Springs** | Construction Resilience | \$ 1,000,000

Installation of a 108 kW solar PV system generating 272,195 kWh annually, with a 240kW energy storage system for Phase 1 to position Indian Head as the first tribal casino in the state to achieve net-zero energy status while simultaneously providing essential community resilience services.

**Hood River County** | Construction Resilience | \$972,933

Installation of 55 kW solar canopies that will generate 70,320 kWh annually, and 60 kW/307 kWh of battery storage to run emergency operations or a community shelter at the Mount Hood Town Hall serving the Upper Hood River Valley community.

**Hood River County School District** | Construction Resilience | \$1,000,000

Purchase of a portion of the solar PV array (282 kW), battery storage (250 kW/330 kWh), and microgrid controllers to serve as a distribution point and/or community shelter where residents can access essential resources.

The project also supports the district's innovative federally funded [MOVER project](#), using electric school bus and light-duty electric fleet vehicles as mobile energy storage with solar PV and microgrid technology.

**Oregon State University-Cascades** | Construction Renewable | \$1,000,000

Expansion of a geo-exchange nodal hub and infrastructure to provide resilient heating and cooling for campus, calculated at 985 kW. The project also serves as a living laboratory on campus for students and others to evaluate the renewable energy solutions onsite.

**Oregon State University** | Construction Resilience | \$999,000

Installation of 249 kW roof-mounted, net-metered photovoltaic array on two OSU Corvallis campus buildings, plus a 1.44 MWh, 240 kW grid interactive battery storage system that provides crucial infrastructure and maintains power to OSU's Link Oregon node to provide data services to local first responders and the broader community during extended outages from climate or seismic events.

**Phoenix Talent School District** | Construction Resilience | \$1,000,000

Installation of 108 kW solar PV, generating 168,600 kWh annually with a 440kW battery at Talent Elementary School. The school is a focal point for community activities, gatherings, and support networks, while also serving as a primary evacuation center, community shelter, and food and medical assistance location.

**Roseburg Urban Sanitary Authority** | Construction Renewable | \$1,000,000

Installation of 800 kW solar PV generating 1.2 MWh annually to offset 44 percent of the wastewater treatment plant's energy usage, and provides energy resilience during grid outages — ensuring operation and reliability of crucial public welfare services.

**Roseburg Urban Sanitary Authority** | Construction Resilience | \$870,870

Installation of 50 kW solar PV array generating 51,580 kWh annually, with a 186 kW battery storage system at the utility's main office. The office serves as a critical hub for managing and overseeing essential sanitation and waste management operations within the community.

**Roseburg Urban Sanitary Authority** | Construction Renewable | \$1,000,000

Installation of 400 kW floating solar PV system that generates 536,074 kWh annually at the Natural Treatment System's storage pond. The project will maximize energy generation and land efficiency, reduce environmental impact, and curb evaporation and algae growth to enhance the ecological health of the pond and lower effluent temperatures to the river.

**Southern Oregon University** | Construction Resilience | \$1,000,000

Installation of net metered 159 kW parking lot canopy solar PV system, generating 237,897 kWh annually with a 184 kWh battery to maintain internet communications and provide community support services at the Lithia Center during emergency events.

**Wasco Co Soil & Water Conservation District** | Construction Resilience | \$998,778

Deployment of FEMA-approved, semi-mobile BEAM EV ARC 2020 solar-plus-storage-plus-EV charging units at four rural, critical public-use locations in Wasco County. Funds will also support two Voltstack 30 k Level 3 Mobile e-Charger Portable Power systems at Dufur School's gym and School-Based Health Center, which serves as the area's emergency event command center and community shelter — with a larger goal of showing a potential replicable and scalable approach for other rural and remote Oregon communities.

**City of Cascade Locks** | Planning Resilience | \$68,000

Planning for a photovoltaic system with solar (70.6 kW) plus storage (160 kWh) microgrid at the Cascade Locks Fire Station, providing resilient emergency communications and allowing first responders to provide uninterrupted essential medical and fire services.

**City of Coos Bay** | Planning Resilience | \$100,000

Planning project to include net-metered solar power and battery storage for the North Coos 911 Dispatch Center to support resilient emergency communications for first responders across the region.

**City Of Depoe Bay** | Planning Resilience | \$95,000

Planning a 130 kW solar PV system with 100 kW battery storage and 180 kg hydrogen fuel cell storage backup at the City Hall, which serves as the

food and supplies, and can be used as a shelter during a disaster or severe weather event.

**City of Eugene (Airport)** | Planning Renewable | \$100,000

Planning project to add EV chargers to support Level 2 charging at 16 parking spaces powered by a ground-mounted, grid-tied solar PV array to support regional travelers and the community.

**City of Gresham** | Planning Resilience | \$60,000 Planning a net-metered solar PV and battery system at the Rockwood Village Apartments to increase climate and energy resilience for a diverse community that experiences climate vulnerability, high energy cost burdens, and barriers to economic opportunity, while also serving as backup power for Feed'em Freedom Foundation's onsite food pantry.

**City of Myrtle Creek** | Planning Renewable | \$52,500

Planning for renewable energy systems at City Hall and the Police station (solar-plus-storage), and a solar PV canopy and/or a micro-hydro generation system for the water treatment facility to enhance resilience and offset power costs for critical public facilities.

**City of Salem** | Planning Renewable | \$100,000

Planning to develop in-line micro-hydroelectric turbines to generate energy as a part of decreasing water pressure in the system at Turner pump station (150 kW) and Franzen reservoir (110 kW) with estimated 13x more energy production than current annual site(s) consumption.

**City of Tigard** | Planning Resilience | \$100,000

Planning for a large solar-plus-storage system to support a planned and existing affordable housing development, public works, police and emergency operations center, and a planned community center.

**Curry Public Library District** | Planning Resilience | \$98,375

Planning for a net metered 75 kW solar canopy with 50 kW battery storage to offset energy costs and provide community access and shelter services, including community kitchen operations during a prolonged outage or catastrophic event.

**Eugene Airport (EUG)** | Planning Resilience | \$100,000

Planning project to pair solar PV power plant and battery storage with

microgrid controls and digital energy management system to provide clean backup power to critical facilities and loads at the Eugene Airport.

**Lake Health District** | Planning Renewable | \$25,000

Planning project to improve and/or expand geothermal heating sources for Lake District Hospital, a critical medical services and community shelter facility during emergencies, and support improvements to the district's geothermal heating system serving Lakeview schools and a Head Start facility.

**Linn-Benton Community College** | Planning Resilience | \$75,000

Planning 125.6 kW solar PV system with a 660 kW battery microgrid system to support a campus alternate emergency operations center, as well as support emergency care for animal sheltering at the Agricultural Center during a grid outage or emergency event.

**Medford Irrigation District** | Planning Renewable | \$50,000

Planning a 240 kW net-metered hydro turbine system by adding pipeline pressure via the region's Joint System Canal (JSC) from water diverted for agricultural use, which will improve the resiliency and durability of the conveyance system, reduce operation and maintenance costs, and conserve water instream for threatened coho salmon and other fish habitat.

**Oregon State University – Cascades** | Planning Renewable | \$100,000

Planning geo-exchange system expansion through a local aquifer, providing primary campus thermal energy with anticipated 2,205 kW and 2,980,000 kWh annually, and serving as a regional living lab for renewable energy learning.

**Silver Falls Library District** | Planning Resilience | \$47,660

Planning a 72 kW solar PV, battery storage, and microgrid system to support resilient library operations, offset costs, and provide a community shelter during brief power outages. The project will support communications such as internet access, phone and medical device charging, and refrigeration of critical medical supplies.

**Twin Rivers Charter School** | Planning Resilience | \$100,000

Planning a net-metered solar-plus-storage and EV charging project to improve both the school's and surrounding neighborhood's energy

resilience and provide an emergency relief shelter for the Laurel Hill Valley community during prolonged grid outages or climate emergency events.

**Umatilla School District** | Planning Resilience | \$100,000

Planning net-metered solar-plus-storage and EV charging systems at two new district sites to improve the energy resilience of essential facilities, including uninterrupted power supply to the kitchen and food storage, ability to provide emergency community shelter during natural hazard events, and educational benefits for students and the broader community.

503-373-4040 | 550 CAPITOL ST. NE | SALEM, OR  
97301



THE DYER PARTNERSHIP  
ENGINEERS & PLANNERS, INC.

October 1, 2024

Roseburg Urban Sanitary Authority  
ATTN: Ryon Kershner  
P.O. Box 1185  
Roseburg, OR 97470

RE: Deer Creek Wastewater Improvements Pay Request #1

Dear Mr. Kershner:

Pay Request #1 for work completed on the above project, as submitted by Black Pearl Paving & excavation and reviewed by The Dyer Partnership Engineers & Planners, Inc. was found to be correct and in accordance with the Contract Documents.

It is recommended that Roseburg Urban Sanitary Authority accept this request and issue payment to the contractor for the amount of **\$115,548.50**

Enclosed is a copy of the invoice and breakdown of cost. Please call me at (541) 459-4619 if you have any questions.

Sincerely,

Tyler Molatore, P.E.  
Project Engineer

**Contractor's Application for Payment No.**

1

Application Period: <b>09/01/2024-09/30/2024</b>		Application Date: <b>9/23/2024</b>	
To (Owner): <b>Roseburg Urban Sanitary Authority</b>	From (Contractor): <b>Black Pearl Paving &amp; Excavation</b>	Via (Engineer): <b>The Dyer Partnership</b>	
Project: <b>Deer Creek Wastewater Improvements</b>	Contract: <b>Deer Creek Wastewater Improvements</b>		
Owner's Contract No.: <b>2024-1</b>	Contractor's Project No.:	Engineer's Project No.: <b>214.02</b>	

**Application For Payment  
Change Order Summary**

Approved Change Orders		
Number	Additions	Deductions
1	\$58,720.00	
<b>TOTALS</b>	<b>\$58,720.00</b>	
<b>NET CHANGE BY CHANGE ORDERS</b>	<b>\$58,720.00</b>	

1. ORIGINAL CONTRACT PRICE.....	\$	<u>\$189,583.00</u>
2. Net change by Change Orders.....	\$	<u>\$58,720.00</u>
3. Current Contract Price (Line 1 ± 2).....	\$	<u>\$248,303.00</u>
4. TOTAL COMPLETED AND STORED TO DATE (Column F total on Progress Estimates).....		
	\$	<u>\$121,630.00</u>
5. RETAINAGE:		
a. 5% X <u>\$121,630.00</u> Work Completed.....	\$	<u>\$6,081.50</u>
b. 5% X _____ Stored Material.....	\$	
c. Total Retainage (Line 5.a + Line 5.b).....	\$	<u>\$6,081.50</u>
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....	\$	<u>\$115,548.50</u>
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$	
8. AMOUNT DUE THIS APPLICATION.....	\$	<u>\$115,548.50</u>
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G total on Progress Estimates + Line 5.c above).....		
	\$	<u>\$322,337.50</u>

**Contractor's Certification**

The undersigned Contractor certifies, to the best of its knowledge, the following:  
 (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;  
 (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and  
 (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Payment of: \$ 115,548.50  
 (Line 8 or other - attach explanation of the other amount)

is recommended by: T/J. A 9/24/2024  
 (Engineer) (Date)

Payment of: \$ \_\_\_\_\_  
 (Line 8 or other - attach explanation of the other amount)

is approved by: \_\_\_\_\_  
 (Owner's Representative) (Date)

Approved by: \_\_\_\_\_  
 Funding or Financing Entity (if applicable) (Date)

**Contractor Signature**

By: [Signature] Date: 9/23/2024



**Progress Estimate - Unit Price Work**

**Contractor's Application**

For (Contract): Deer Creek Wastewater Improvements								Application Number: 1			
Application Period 09/01/2024-09/30/2024								Application Date: 9/23/2024			
A						B	C	D	E	F	
Item		Contract Information				Estimated Quantity Installed	Value of Work Installed to Date	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D + E)	% (F / B)	Balance to Finish (B - F)
Bid Item No	Description	Item Quantity	Units	Unit Price	Total Value of Item (\$)						
1	Construction Facilities & Temporary Controls	1	LS	\$25,000.00	\$25,000.00					\$25,000.00	
2	Miscellaneous Demolition & Site Preparation	1	LS	\$4,000.00	\$4,000.00		\$4,000.00	\$4,000.00	100.0%		
3	Rock Excavation	100	CY	\$290.00	\$29,000.00					\$29,000.00	
4	Foundation Stabilization	50	CY	\$45.00	\$2,250.00					\$2,250.00	
5	AC Pavement Removal & Replacement	65	TON	\$180.00	\$11,700.00					\$11,700.00	
6	Surface Removal & Replacement - Concrete Surface	1050	SF	\$10.50	\$11,025.00					\$11,025.00	
7	Curb Removal & Replacement	97	LF	\$44.00	\$4,268.00					\$4,268.00	
8	Sewer Manholes	3	EACH	\$9,120.00	\$27,360.00		\$18,240.00	\$18,240.00	66.7%	\$9,120.00	
9	8" Diameter Sewer Line Replacement	259	LF	\$180.00	\$46,620.00		\$46,620.00	\$46,620.00	100.0%		
10	12" Diameter Sewer Line Replacement	18	LF	\$520.00	\$9,360.00					\$9,360.00	
11	16" Diameter Sewer Line Replacement	5	LF	\$2,400.00	\$12,000.00					\$12,000.00	
12	Landscaping	1	LS	\$7,000.00	\$7,000.00					\$7,000.00	
	Change Order #1.5	1	EACH	\$58,720.00	\$58,720.00		\$52,770.00	\$52,770.00	89.9%	\$5,950.00	
<b>Totals</b>					<b>\$248,303.00</b>	<b>\$121,630.00</b>	<b>\$121,630.00</b>	<b>49.0%</b>	<b>\$126,673.00</b>		

Date of Issuance: 9/9/2024 Effective Date: 9/9/2024  
 Owner: Roseburg Urban Sanitary Authority Owner's Contract No.:  
 Contractor: Black Pearl Paving & Excavation Contractor's Project No.:  
 Engineer: The Dyer Partnership Engineers & Planners Inc. Engineer's Project No.: 214.02  
 Project: Deer Creek Wastewater Improvements Contract Name: Deer Creek Wastewater Improvements

The Contract is modified as follows upon execution of this Change Order:

Description:  
 Change Order No. 1 to be managed on a time and materials basis with not to exceed amount. Install 220 FT of 15" 3034 from STA 2+54 to next MH to the South. 2 15" X 6" Wye and make 2 service connections. AC patch at 4" depth. Bypass Pumping. Remove and Replace MH 2+54 at new elevation. Replace 12" STS Line and Remove Concrete Encasement.

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: \$ 189,583.00	Original Contract Times: Substantial Completion: <u>October 31, 2024</u> Ready for Final Payment: <u>November 30, 2024</u>
<b>[Increase]</b> from previously approved Change Orders No. <u>0</u> to No. <u>1</u> : \$ No Change	<b>[Increase]</b> from previously approved Change Orders No. <u>   </u> to No. <u>   </u> : Substantial Completion: <u>No Change</u> Ready for Final Payment: <u>No Change</u>
Contract Price prior to this Change Order: \$ 189,583.00	Contract Times prior to this Change Order: Substantial Completion: <u>No Change</u> Ready for Final Payment: <u>No Change</u> days or dates
<b>[Increase]</b> of this Change Order: \$ 58,720	<b>[Increase]</b> <b>[Decrease]</b> of this Change Order: Substantial Completion: <u>No Change</u> Ready for Final Payment: <u>No Change</u> days or dates
Contract Price incorporating this Change Order: \$ 248,303	Contract Times with all approved Change Orders: Substantial Completion: <u>October 31, 2024</u> Ready for Final Payment: <u>November 30, 2024</u>

RECOMMENDED:  
 By: [Signature]  
 Designer (if required)  
 Title: Project Manager  
 Date: 9/24/2024

ACCEPTED:  
 By: [Signature]  
 Owner (Authorized Signature)  
 Title: Supervising Tech III  
 Date: 9/24/2024

ACCEPTED:  
 By: [Signature]  
 Contractor (Authorized Signature)  
 Title: managing member  
 Date: 9/23/2024

Approved by Funding Agency (if applicable) Date:  
 By: \_\_\_\_\_  
 Title: \_\_\_\_\_

**ATTACHMENT TO CHANGE ORDER NO. 1**  
**To the Contract for the Construction of**  
**Roseburg Urban Sanitary Authority**  
**Deer Creek Wastewater Improvements**  
**Project No. 204.02**

This document is an attachment to Change Order No. 1 to the Roseburg Urban Sanitary Authority Deer Creek Wastewater Improvements contract and incorporates the changes listed below to the subject contract.

**ITEM 1: Sewer Line Replacement**

**Change Description**

Additional work to install 220 feet of 15-inch diameter sewer line from STA 2+54 to next manhole south. Reference change order documentation for additional information. Change order will be managed on a Time and Materials (T&M) basis with a not to exceed amount (listed below). New asphalt will be in accordance with bid line-item costs at width determined in field by RUSA and Engineer. Work will be completed based on County requirements.

CHANGE TO THE CONTRACT PRICE (T&M):	\$ 58,720.00
CHANGE TO THE CONTRACT TIME:	0 DAYS

**Reason for Change**

RUSA evaluated the project scope and based on the total bid amount decided to expand the scope to include this work.

**CHANGE ORDER SUMMARY**

The following table summarizes the items covered by this change order:

**Scope**

ITEM	DESCRIPTION	PRICE CHANGE	TIME CHANGE
1	SEWER LINE REPLACEMENT	\$ 58,720.00	0 days
CHANGE ORDER TOTAL		\$ 58,720.00	0 days

**Additional Time**

No change.



civil  
structural  
surveying  
architecture  
planning

i.e. Engineering, Inc.  
809 SE Pine St.  
P.O. Box 1271  
Roseburg, OR 97470  
  
ieengineering.com  
541-673-0166

---

September 30, 2024

Roseburg Urban Sanitary Authority  
ATTN: Ryon Kershner  
P.O. Box 1185  
Roseburg, OR 97470

RE: Umpqua St. Sewer Replacement  
Pay Request #2

Dear Mr. Kershner;

Pay Request #2 for work completed on the above project, as submitted by Northcore USA, LLC. and reviewed by i.e. Engineering Inc., was found to be correct and in accordance with the Contract Documents.

It is recommended that Roseburg Urban Sanitary Authority accept this request and issue payment to the Contractor for the amount of \$275,256.47

Enclosed is a copy of the invoice and breakdown of costs. Please call me at (541) 673-0166 if you have any questions.

Sincerely,

Derek M. Miller, P.E.  
Project Engineer

**Application and Certificate For Payment**

To Owner: Roseburg Urban Sanitary Author 1297 Grandview Drive Roseburg, OR 97470	Project: Umpqua Street Sewer Umpqua Street Roseburg, OR 97421	Application No: 2      Date: 09/24/2024 Period To: 09/24/24 Architect's Project No: Contract Date:
From (Contractor): Northcore USA, LLC 36259 Hwy 226 Albany, OR 97322	Contractor Job Number: 2408N Via (Architect):	
Phone: 503 391-7944	Contract For:	

**Contractor's Application For Payment**

Change Order Summary	Additions	Deductions
Change orders approved in previous months by owner		
	Date	
Number	Approved	
Change orders approved this month	CR 901 09/23/24	28,575.00
<b>Totals</b>		<b>28,575.00</b>
<b>Net change by change orders</b>		<b>28,575.00</b>

Original contract sum	620,462.26
Net change by change orders	28,575.00
Contract sum to date	649,037.26
Total completed and stored to date	405,011.44
Retainage	
5.0% of completed work	20,250.57
0.0% of stored material	0.00
Total retainage	20,250.57
Total earned less retainage	384,760.87
Less previous certificates of payment	109,504.40
0.000% of taxable amount	0.00
Current sales tax	0.00
Current payment due	<b>275,256.47</b>
Balance to finish, including retainage	264,276.39

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information, and belief the work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

Contractor:  
 By: Chris A. Hesselgrave Date: 9/24/2024  
 State of: \_\_\_\_\_ County of: \_\_\_\_\_  
 Subscribed and sworn to before me this \_\_\_\_ day of \_\_\_\_\_,  
 \_\_\_\_\_ (year). Notary public: \_\_\_\_\_  
 My commission expires \_\_\_\_\_.

**Architect's Certificate for Payment**

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the Amount Certified.

Amount Certified: \$ \_\_\_\_\_

Architect:  
 By: \_\_\_\_\_ Date: \_\_\_\_\_

This Certification is not negotiable. The Amount Certified is payable only to the Contractor named herein. Issuance, payment, and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

**Application and Certificate For Payment -- page 2**

To Owner: Roseburg Urban Sanitary Author  
 From (Contractor): Northcore USA, LLC  
 Project: Umpqua Street Sewer

Application No: 2 Date: 09/24/24 Period To: 09/24/24  
 Contractor's Job Number: 2408N  
 Architect's Project No:

Item Number	Description	Unit Price	Contract Quantity	UM	Scheduled Value	Work Completed Previous Application		Work Completed This Period		Completed and Stored To Date			Retention	Memo
						Quantity	Amount	Quantity	Amount	Quantity	Amount	%		
<b>20 MOBILIZATION</b>														
010	MOBILIZATION 0	82,112.6200	1.000	LS	82,112.62	50.00 %	41,056.31	50.00 %	41,056.31	100.00 %	82,112.62	100.0	4,105.63	
<b>Total MOBILIZATION</b>					82,112.62		41,056.31		41,056.31		82,112.62		4,105.63	
<b>21 TEMP WORK ZONE AND T</b>														
020	TEMP WORK ZONE AND T RAFFIC CONTROL COMPL	7,194.8900	1.000	LS	7,194.89	50.00 %	3,597.45	25.00 %	1,798.72	75.00 %	5,396.17	75.0	269.81	
<b>Total TEMP WORK ZONE AND T</b>					7,194.89		3,597.45		1,798.72		5,396.17		269.81	
<b>22 CONSTRUCTION SURVEY</b>														
030	CONSTRUCTION SURVEY WORK	11,231.8400	1.000	LS	11,231.84	50.00 %	5,615.92	50.00 %	5,615.92	100.00 %	11,231.84	100.0	561.59	
<b>Total CONSTRUCTION SURVEY</b>					11,231.84		5,615.92		5,615.92		11,231.84		561.59	
<b>23 SURFACE REMOVAL OF C</b>														
040	SURFACE REMOVAL OF C ONCRETE WALKS DR CU	113.1200	68.000	SY	7,692.16	.000	0.00	50.000	5,656.00	50.000	5,656.00	73.5	282.80	
<b>Total SURFACE REMOVAL OF C</b>					7,692.16		0.00		5,656.00		5,656.00		282.80	
<b>24 SURFACE REMOVAL(EXCL</b>														
050	SURFACE REMOVAL(EXCL UDING CONCRETE WALKS	13.4300	940.000	SY	12,624.20	.000	0.00	700.000	9,401.00	700.000	9,401.00	74.5	470.05	
<b>Total SURFACE REMOVAL(EXCL</b>					12,624.20		0.00		9,401.00		9,401.00		470.05	
<b>25 1 AGG FOR PRIVATE R</b>														
060	1 AGG FOR PRIVATE R OAD BASE AND EXTRA E	37.3500	255.000	TN	9,524.25	.000	0.00	.000	0.00	.000	0.00	0.0	0.00	
<b>Total 1 AGG FOR PRIVATE R</b>					9,524.25		0.00		0.00		0.00		0.00	
<b>26 LEVEL 2.5 INCH DENSE</b>														
070	LEVEL 2.5 INCH DENSE GRADED ACP MIX VARI	252.8200	285.000	TN	72,053.70	.000	0.00	.000	0.00	.000	0.00	0.0	0.00	
<b>Total LEVEL 2.5 INCH DENSE</b>					72,053.70		0.00		0.00		0.00		0.00	
<b>27 REMOVE CONE &amp;FILL AB</b>														
080	REMOVE CONE &FILL AB ANDONED MH INPLACE S	1,133.2600	7.000	EA	7,932.82	.000	0.00	.000	0.00	.000	0.00	0.0	0.00	
<b>Total REMOVE CONE &amp;FILL AB</b>					7,932.82		0.00		0.00		0.00		0.00	
<b>28 MANHOLE REMOVAL</b>														
090	MANHOLE REMOVAL 0	2,901.9300	1.000	EA	2,901.93	.000	0.00	1.000	2,901.93	1.000	2,901.93	100.0	145.10	
<b>Total MANHOLE REMOVAL</b>					2,901.93		0.00		2,901.93		2,901.93		145.10	

**Application and Certificate For Payment -- page 3**

To Owner: Roseburg Urban Sanitary Author  
 From (Contractor): Northcore USA, LLC  
 Project: Umpqua Street Sewer

Application No: 2 Date: 09/24/24 Period To: 09/24/24  
 Contractor's Job Number: 2408N  
 Architect's Project No:

Item Number	Description	Unit Price	Contract Quantity	UM	Scheduled Value	Work Completed Previous Application		Work Completed This Period		Completed and Stored To Date			Retention	Memo
						Quantity	Amount	Quantity	Amount	Quantity	Amount	%		
<b>29 FILLING ABANDONED PI</b>														
100	FILLING ABANDONED PI PE IN PLACE	8.4500	1,325.000	LF	11,196.25	.000	0.00	.000	0.00	.000	0.00	0.0	0.00	
<b>Total FILLING ABANDONED PI</b>					11,196.25		0.00		0.00		0.00		0.00	
<b>30 SANITARY SEWER SERVI</b>														
110	SANITARY SEWER SERVI CE 10'DEEP INCLUDE A	117.9900	510.000	LF	60,174.90	.000	0.00	309.000	36,458.91	309.000	36,458.91	60.6	1,822.95	
<b>Total SANITARY SEWER SERVI</b>					60,174.90		0.00		36,458.91		36,458.91		1,822.95	
<b>31 8 INCH SS PIPE 10' I</b>														
120	8 INCH SS PIPE 10' I INCLUDING ALL FITTING	200.9600	854.000	LF	171,619.84	.000	0.00	503.000	101,082.88	503.000	101,082.88	58.9	5,054.14	
<b>Total 8 INCH SS PIPE 10' I</b>					171,619.84		0.00		101,082.88		101,082.88		5,054.14	
<b>32 8 SS PIPE 10-15' DEE</b>														
130	8 SS PIPE 10-15' DEE P INCLUDE ALL FITTING	248.6000	280.000	LF	69,608.00	232.000	57,675.20	100.000	24,860.00	332.000	82,535.20	118.6	4,126.76	
<b>Total 8 SS PIPE 10-15' DEE</b>					69,608.00		57,675.20		24,860.00		82,535.20		4,126.76	
<b>33 CONCRETE SEWER MH</b>														
140	CONCRETE SEWER MH 0	7,398.8400	4.000	EA	29,595.36	.000	0.00	2.000	14,797.68	2.000	14,797.68	50.0	739.88	
<b>Total CONCRETE SEWER MH</b>					29,595.36		0.00		14,797.68		14,797.68		739.88	
<b>34 CONCRETE SEWER MH WI</b>														
150	CONCRETE SEWER MH WITH OUTSIDE DROP	8,319.1000	2.000	EA	16,638.20	.500	4,159.55	1.000	8,319.10	1.500	12,478.65	75.0	623.93	
<b>Total CONCRETE SEWER MH WI</b>					16,638.20		4,159.55		8,319.10		12,478.65		623.93	
<b>35 8 INCH SEWER SERVICE</b>														
160	8 INCH SEWER SERVICE TEES	510.3800	19.000	EA	9,697.22	6.000	3,062.28	8.000	4,083.04	14.000	7,145.32	73.7	357.27	
<b>Total 8 INCH SEWER SERVICE</b>					9,697.22		3,062.28		4,083.04		7,145.32		357.27	
<b>36 ADDITIONAL COST FOR</b>														
170	ADDITIONAL COST FOR 20' SECTION OF 4 OR	617.4400	3.000	EA	1,852.32	.000	0.00	4.000	2,469.76	4.000	2,469.76	133.3	123.49	
<b>Total ADDITIONAL COST FOR</b>					1,852.32		0.00		2,469.76		2,469.76		123.49	
<b>37 TEMP TIE IN</b>														
180	TEMP TIE IN 0	3,916.3200	1.000	LS	3,916.32	0.00 %	0.00	100.00 %	3,916.32	100.00 %	3,916.32	100.0	195.82	
<b>Total TEMP TIE IN</b>					3,916.32		0.00		3,916.32		3,916.32		195.82	

**Application and Certificate For Payment -- page 4**

To Owner: Roseburg Urban Sanitary Author  
 From (Contractor): Northcore USA, LLC  
 Project: Umpqua Street Sewer

Application No: 2 Date: 09/24/24 Period To: 09/24/24  
 Contractor's Job Number: 2408N  
 Architect's Project No:

Item Number	Description	Unit Price	Contract Quantity	UM	Scheduled Value	Work Completed Previous Application		Work Completed This Period		Completed and Stored To Date			Retention	Memo
						Quantity	Amount	Quantity	Amount	Quantity	Amount	%		
<b>38 FINAL TIE IN</b>														
190	FINAL TIE IN 0	9,541.3200	1.000	LS	9,541.32	0.00 %	0.00	0.00 %	0.00	0.00 %	0.00	0.0	0.00	
<b>Total FINAL TIE IN</b>					9,541.32		0.00		0.00		0.00	0.0	0.00	
<b>39 MONO CURBS AND SIDEW</b>														
200	MONO CURBS AND SIDEW ALKS & GUTTERS ( ROCK	37.8300	612.000	SF	23,151.96	.000	0.00	.000	0.00	.000	0.00	0.0	0.00	
<b>Total MONO CURBS AND SIDEW</b>					23,151.96		0.00		0.00		0.00	0.0	0.00	
<b>40 INLET PROTECTION</b>														
210	INLET PROTECTION 0	50.5400	4.000	EA	202.16	2.000	101.08	2.000	101.08	4.000	202.16	100.0	10.11	
<b>Total INLET PROTECTION</b>					202.16		101.08		101.08		202.16		10.11	
<b>99</b>														
901	REMOVE AND RELAY 8 SEWER STA. 82+54 TO	225.0000	127.000	LF	28,575.00	.000	0.00	121.000	27,225.00	121.000	27,225.00	95.3	1,361.24	
<b>Total</b>					28,575.00		0.00		27,225.00		27,225.00		1,361.24	
<b>Application Total</b>					649,037.26		115,267.79		289,743.65		405,011.44		20,250.57	



*558 S.E. Jackson St.  
Roseburg, Oregon 97470  
Ph: (541) 672-0315  
Fax: (541) 672-1787  
[rogerst@rosenet.net](mailto:rogerst@rosenet.net)*

September 27, 2024

Roseburg Urban Sanitary Authority  
Attn: Jim Baird, Manager  
1297 NE Grandview Dr.  
Roseburg, OR 97470

**RE: WRF Vehicle & Equipment Storage Building**

Rogers Engineering has reviewed the Application for Payment from H3 General Contractors for September. Construction at the site was observed Wednesday, September 25, 2024. Completed work and materials is consistent with the request.

The payment request of \$179,897.00 is recommended for processing.

Should you have questions or need additional information, please contact me at your convenience.



Tom Rogers, P.E.

# APPLICATION AND CERTIFICATE FOR PAYMENT

CONSTRUCTION MANAGER  
ADVISER EDITION

PAGE ONE OF 2.1

SUBMITTED TO: RUSA (Roseburg Urban Sanitary Authority)  
1297 NE Grandview Drive  
Roseburg, OR 97470

PROJECT: WRF Vehicle & Equipment Storage  
Building

APPLICATION NO: 03  
PERIOD TO: 9/30/24  
PROJECT NO: 570  
ARCH PROJ NO: 23-057  
CONTRACT DATE:  
APPLICATION DATE: 9/23/24  
INVOICE NO: 03

Distribution To:

<input checked="" type="checkbox"/>	OWNER
<input checked="" type="checkbox"/>	<del>ARCHITECT</del>
<input checked="" type="checkbox"/>	CONTRACTOR
<input type="checkbox"/>	CONSTR. MNGR.
<input checked="" type="checkbox"/>	ENGINEER

SUBMITTED FROM: H3 General Contractors LLC  
241 NE Ivan Street  
Roseburg, OR 97470

VIA CM:

CONTRACT FOR: General Construction ENGINEER ~~ARCHITECT~~ Rogers Engineering

## CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheets are attached to substantiate this application.

ORIGINAL CONTRACT SUM.....	\$	<u>771,444.00</u>
NET CHANGE BY CHANGE ORDERS .....	\$	_____
CONTRACT SUM TO DATE .....	\$	<u>771,444.00</u>
TOTAL COMPLETED AND STORED TO DATE .....	\$	<u>297,475.00</u>

RETAINAGE:

5 % OF COMPLETED WORK \$ 14,874.00  
\_\_\_\_ % OF STORED MATERIAL \$ 0.00

TOTAL RETAINAGE .....	\$	<u>14,874.00</u>
TOTAL EARNED LESS RETAINAGE .....	\$	<u>282,601.00</u>
LESS OWNER DIRECT PAYMENT BY PURCHASE ORDER	\$	<u>0.00</u>
LESS PREVIOUS CERTIFICATES FOR PAYMENT .....	\$	<u>102,704.00</u>
CURRENT PAYMENT DUE .....	\$	<u>179,897.00</u>
BALANCE TO FINISH INCLUDING RETAINAGE .....	\$	<u>488,843.00</u>

(See Attached Pages for Original Contract and Change Order Breakdown.)

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application For Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were payments have been received from Owner, and the current payment shown herein is now due.

CONTRACTOR: H3 General Contractors LLC

By: Tony Hansen  
Tony Hansen

Date: September 23,  
2024

## CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Construction Manager and Architect certify to the Owner that to the best of their knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Construction Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ..... \$ 179,897.00

( Attach explanation if amount certified differs from the amount applied for. initial all figures on this application and on the Continuation Sheets that changed to conform to the amount certified.)

CONSTRUCTION MANAGER:

By: \_\_\_\_\_ Date: \_\_\_\_\_  
~~ARCHITECT:~~ Rogers Engineering  
ENGINEER

By: Tom Rogers Date: 9/27/24

# ORIGINAL CONTRACT PAGE 2.1

SUBMITTED FROM: H3 General Contractors LLC  
 241 NE Ivan Street  
 Roseburg, OR 97470  
 CONTRACT FOR: General Construction

PROJECT: WRF Vehicle & Equipment Storage Building  
 CONTRACTOR'S PROJECT NO: 570  
 ARCHITECT'S PROJECT NO: 23-057

PAGE NO: 2.1 OF: 2.1  
 APPLICATION NUMBER: 03  
 APPLICATION DATE: 9/23/24  
 PERIOD FROM: 9/1/24 TO: 9/30/24

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED			G TOTAL COMPLETE AND STORED TO DATE (D+E+F)	H % G/C	I BALANCE TO FINISH (C-G)	J RETAINAGE
			PREVIOUS APPLICATIONS	THIS APPLICATION					
				E WORK IN PLACE	F STORED MATERIALS				
1	Excavation & Fill	50,875.00	31,500.00			31,500.00	62%	19,375.00	1,575.00
2	Concrete & Rebar	111,708.00	50,000.00	61,708.00		111,708.00	100%	0.00	5,585.00
3	Steel Bollards and Placement	5,919.00					0%	5,919.00	0.00
4	Rough Carpentry, Trusses,	143,000.00		68,000.00		68,000.00	48%	75,000.00	3,400.00
5	Finish Carpentry	6,270.00					0%	6,270.00	0.00
6	Casework	6,600.00					0%	6,600.00	0.00
7	Building Insulation	20,609.00					0%	20,609.00	0.00
8	Roof Underlayment	1,870.00		1,870.00		1,870.00	100%	0.00	94.00
9	Weather Barriers	1,437.00		1,437.00		1,437.00	100%	0.00	72.00
10	Metal Siding and Roofing	81,788.00		38,000.00		38,000.00	46%	43,788.00	1,900.00
11	Overhead Doors	76,702.00					0%	76,702.00	0.00
12	Doors, Frames, Hardware	8,440.00		6,000.00		6,000.00	71%	2,440.00	300.00
13	Drywall and Steel Stud	73,810.00					0%	73,810.00	0.00
14	Rubber Base	869.00					0%	869.00	0.00
15	Painting	41,312.00					0%	41,312.00	0.00
16	Signs/Accessories, Fire Ext.	845.00		700.00		700.00	83%	145.00	35.00
17	Plumbing	17,820.00		5,500.00		5,500.00	31%	12,320.00	275.00
18	HVAC	13,925.00					0%	13,925.00	0.00
19	Electrical	49,500.00		4,400.00		4,400.00	9%	45,100.00	220.00
20	Temporary Facilities	7,438.00	750.00	750.00		1,500.00	20%	5,938.00	75.00
21	Supervision	11,460.00	2,700.00			2,700.00	24%	8,760.00	135.00
22	General Labor	8,052.00	1,000.00	500.00		1,500.00	19%	6,552.00	75.00
23	Rubbish Removal	8,957.00	1,000.00	500.00		1,500.00	17%	7,457.00	75.00
24	Building Cleaning	1,078.00					0%	1,078.00	0.00
25	Builders Risk	2,640.00	2,640.00			2,640.00	100%	0.00	132.00
26	Mobilization	3,300.00	3,300.00			3,300.00	100%	0.00	165.00
27	Bond Cost	15,220.00	15,220.00			15,220.00	100%	0.00	761.00
28									
29									
30									
31									
32									
33									
<b>Contract Page 2.1 Totals</b>		<b>\$771,444.00</b>	<b>\$108,110.00</b>	<b>\$189,365.00</b>		<b>\$297,475.00</b>	<b>39%</b>	<b>\$473,969.00</b>	<b>\$14,874.00</b>



**Challenging today.  
Reinventing tomorrow.**

---

October 1, 2024

Attn: Ryon Kershner/RUSA

1297 NW Grandview  
Roseburg, OR 97470

Project Name: Bisulfite SCADA Improvements

**Subject: Sim's Electric – Pay Application #2**

Dear Ryon

Jacobs has reviewed Pay Application #2 dated 9/25/2024. RUSA has confirmed that field wiring has been proceeding. This matches the work claimed in the application. We recommend payment of the pay application.

Regards,

Brady Fuller

541.318.4716  
Brady.Fuller@jacobs.com

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1100 NE Circle Blvd  
Suite 300  
Corvallis, OR 97330  
United States

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T: 541.752.4271  
www.jacobs.com

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**RUSA BISULFITE SCADA  
SCHEDULE OF VALUES**

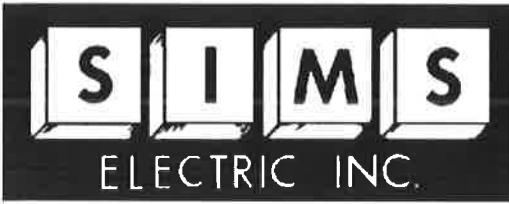
GC: SIMS ELECTRIC  
SUB:

APPLICATION NO. 2

PROJECT: RUSA BISULFITE

9/25/2024

Schedule of Values	A	B	THIS MONTH			TOTAL ALL MONTHS	
	Total Contract	Total	C	D	E	F	G
Description of Work	Schedule of Values Amounts	Previously Billed All Months	Current Month's Billing	Stored Materials	TOTAL CURRENT C+D	TOTAL Columns B+E	Percent Complete %
Concrete	2,000	2,000			0	2,000	100.0
Panel	76,725	72,500			0	72,500	94.5
Panel wiring	15,000		5,000		5,000	5,000	33.3
Building Wire	18,025		5,000		5,000	5,000	27.7
Fiber and Connections	11,250				0	0	0.0
P&P Bond	2,000	2,000			0	2,000	100.0
					0	0	#DIV/0!
					0	0	#DIV/0!
<b>Contract Totals</b>	<b>125,000</b>	<b>76,500</b>	<b>10,000</b>	<b>0</b>	<b>10,000</b>	<b>86,500</b>	<b>69.2</b>
Approved C.O.'s:							
#1 Fiber Box	850						
					0	0	
					0	0	
					0	0	
					0	0	
Sub Totals	850	0	0	0	0	0	
<b>GRAND TOTALS</b>	<b>125,850</b>	<b>76,500</b>	<b>10,000</b>	<b>0</b>	<b>10,000</b>	<b>86,500</b>	<b>68.7</b>
<b>GROSS PAYMENT DUE THIS MONTH:</b>					<b>10000.00</b>		



P.O. BOX 1245  
 ROSEBURG, OREGON 97470  
 (541) 673-5521 - FAX (541) 440-3733

**CUSTOMER #:** 76603  
**INVOICE #:** 10609  
**INVOICE DATE:** 09/25/24  
**DUE DATE:** 10/10/24

**BILL TO:**

RUSA-BISULFITE SCADA  
 1297 NE GRANDVIEW  
 ROSEBURG, OR 97470

**JOB:** C24041

RUSA Bisulfite Scada  
 3854 W Goedeck  
 Roseburg, OR 97471

CODE	DESCRIPTION	CURRENT CONTRACT	PREVIOUS BILLED	PREV %	% COMPL	CURRENT BILLING
00	Contract	125,000.00	76,500.00	61.2	69.2	10,000.00
<b>TOTALS:</b>		<b>125,000.00</b>	<b>76,500.00</b>	<b>61.2</b>	<b>69.2</b>	<b>10,000.00</b>
CC01	Add Fiber Box	850.00				
<b>CHANGE ORDER TOTALS:</b>		<b>850.00</b>				
						<b>SUBTOTAL:</b> 10,000.00
						<b>LESS RETENTION:</b> -500.00
						<b>NET DUE:</b> 9,500.00

**Thank you for your business!**

# ROSEBURG URBAN SANITARY AUTHORITY

## NEW DEVELOPMENTS AND PROJECTS

---

### DEVELOPMENTS:

- Sunshine Road Apartments and sewer main extension – Now in Warranty period
- Hanna Heritage Plaza sewer main extension (Elmer's remodel and drive through coffee shop)
- Hanna Heritage Plaza Sewer Main Relocation
- Eddy Street Sewer Main Extension

### PRELIMINARY DESIGN:

- Harvard/Maple Sewer Improvement
- Jail Siphon Creek Crossing Rehab

### PROJECTS:

- Deer Creek sewer trunk line rehabilitation project - Now in Warranty
- Umpqua Street Sewer Rehabilitation project – Work Started 8-5-2024
- Bisulifite Scada Improvement project – Sims Electric Work under way
- Deer Creek Sewer Improvement- Awarded to Black Pearl- Work under way
- WRF Storage Building-Awarded to H3 General Contractors. Work has started 8-5-2024
- SE Stephens Sewer Improvement-Joint Project with the City of Roseburg- Cradar is the low bidder. Preconstruction Meeting-9-6-2024

# ROSEBURG URBAN SANITARY AUTHORITY

## August 2024 STAFF REPORTS

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### COLLECTION DEPARTMENT:

- Completed 28 work orders.
- Cleaned 12,035 feet or 2.3 miles of mainline.
- Cleaned and CCTV 9,050 feet or 1.7 miles of mainline.
- Completed 32 manhole inspections.
- Completed main line four spot repairs.
- Completed one service tap on Excello Drive.
- Smoke Tested 10,948 feet or 2.1 miles of mainline.
- Completed monthly air release valve inspections and cleaning.
- Completed monthly trouble spot inspections.
- Completed monthly safety training.
- Completed quarterly safety inspections.

### ENGINEERING DEPARTMENT:

- Issued 9 permits and 2 completed inspections.
- Admin Building Roof Big Awarded to Roseburg Roofing Work is 95 percent complete.
- 164 Locates Utility locates were completed.
- North Core USA project is under construction 80 percent complete
- Bisulfite SCADA Bids has been awarded to Sims Electric- Work continues estimated completion date 10/15/2024
- Deer Creek Siphon Project- Black Pearl Apparent Low Bidder -Pipe work complete-work has begun on surface restoration.
- WRF Equipment Storage Building H-3 Building is currently being sheeted.

### FINANCE DEPARTMENT:

- Vacancy Credits: 11 was processed for a total of \$1,150.00.
- Credit cards/Echecks/debit cards: 2725 transactions totaling \$227,110.09 or approximately 22.4% of monthly billing was collected.
- Automatic Payments: 2172 customer accounts are signed up. Received \$173,449.92 or approximately 17.1% of monthly billing.





TO: Jim Baird, General Manager-RUSA  
FROM: Dan Prather, Project Manager-Jacobs  
DATE: October 2, 2024  
SUBJECT: September 2024 Monthly Report

### OPERATIONAL ACTIVITIES

- All permit parameters were met this month.
- The treatment facility averaged 96% BOD removal and 96% Total Suspended Solids removal during the month with a requirement of no less than 85% removal for each.
- The facility's electrical consumption (based on meter readings) for September 2024, was 225,000 KWHRS with a total Effluent flow of 80.81 million gallons, all of which went to the NTS at Outfall 002. The September 2023 electrical consumption was 228,000 KWHRS with a total Effluent flow of 84.9 million gallons, all of which went to the NTS at Outfall 002.
- The #2 primary clarifier was emptied and refilled.
- Semi-annual metals 3-day sample event took place this month and the sample was sent to an outside lab.

### PRETREATMENT ACTIVITIES

- Mailed out 10 Pretreatment surveys to local businesses.

The following pretreatment inspections were completed in September:

- Chipotle: Their interceptor was 15% full of FOG.
- Applebee's: Using the sludge judge in the outfall tank, it was 10% full of FOG.
- CHI Mercy: Their interceptor was 40% full of FOG using the sludge judge, spoke with the maintenance staff about condition of the interceptor and they agreed to having it pumped.
- My Coffee: At the clean out, the line was in good condition.
- Umpqua Dairy: This was the semi-annual inspection; we found the pH probe in the mix tank was 0.25 s.u. out of calibration to a known pH. Umpqua Dairy replaced the probe following the inspection.

### NATURAL TREATMENT SYSTEM (NTS)

- There were 2 energy-shaving 2-hour blocks of time this month.
- Higher river flows in the later part of the month increased the allowable phosphorus to go out of the NTS.

- Some herbicide application was done on blackberries.

### **MAINTENANCE ACTIVITIES**

- Maintenance Team completed **943** Preventative Maintenance items for the month.
- Maintenance Team completed **126** Corrective Maintenance items for the month.

### **Call Outs for the Month**

- Pump Failure @ Southbank
- Power Outages

### **Current Month Lift Station Flows**

- **Total Approx.** Flow from all Lift Stations for the month - **32,477,827 Gallons.**
- **Average Approx.** Daily Flow from all Lift Stations per day - **1,082,594.23 Gallons.**

### **Current Month Repairs**

- Primary Clarifier 1 motor replacement
- New Gas Compressor (Ongoing)
- Highland Pump 2 Impeller modification (Ongoing)
- Gravity Belt Rebuild (Ongoing)

### **LABORATORY ACTIVITIES**

- We are in our normal summer testing which requires: CBOD's 3 times a week, TSS 3 times a week, pH daily, Chlorine Residual Daily average, Ammonia 3 times week, E. Coli 3 times a week, Nitrate once a week, TKN once a week, and Total Phosphorus once a week.
- The Eureka probes are placed in SW1, SW5, and SW6, to continuously monitor pH, Temp., and D.O.
- Also included for the summer is Total Phosphorus (PO4) for the NTS, which is sampled at SW1, SW5, and SW6 once a week and once a month at MW1.
- TKN and Nitrite-Nitrate are tested weekly for SW5.
- Ammonia is tested for at SW5 once a month.
- When discharging from the pond we sample daily for PO4 at SW5.
- Number of Tests for permit: 128
- Eureka probes were calibrated and deployed at SW1, SW6, and SW5, on September 5th and on September 18th Probes were pulled, downloaded, and recalibrated and redeployed.
- On September 18<sup>th</sup> lab water was sampled and sent out to NRC.
- Submitted data for WP355 to ERA Sept. 2<sup>nd</sup>.
- Received Final Report for DMR-QA Study 44 Sept. 27<sup>th</sup>.
- Received Final Report for WP355 Sept. 30<sup>th</sup>.
- Sampled for Semi-Annual Cyanide and Metals Sept. 23<sup>rd</sup>, 24<sup>th</sup>, and 25<sup>th</sup>. Shipped samples on the 26<sup>th</sup>.

### **BIOSOLIDS**

- The dewatered biosolids building was emptied this month and now liquid biosolids is being hauled.

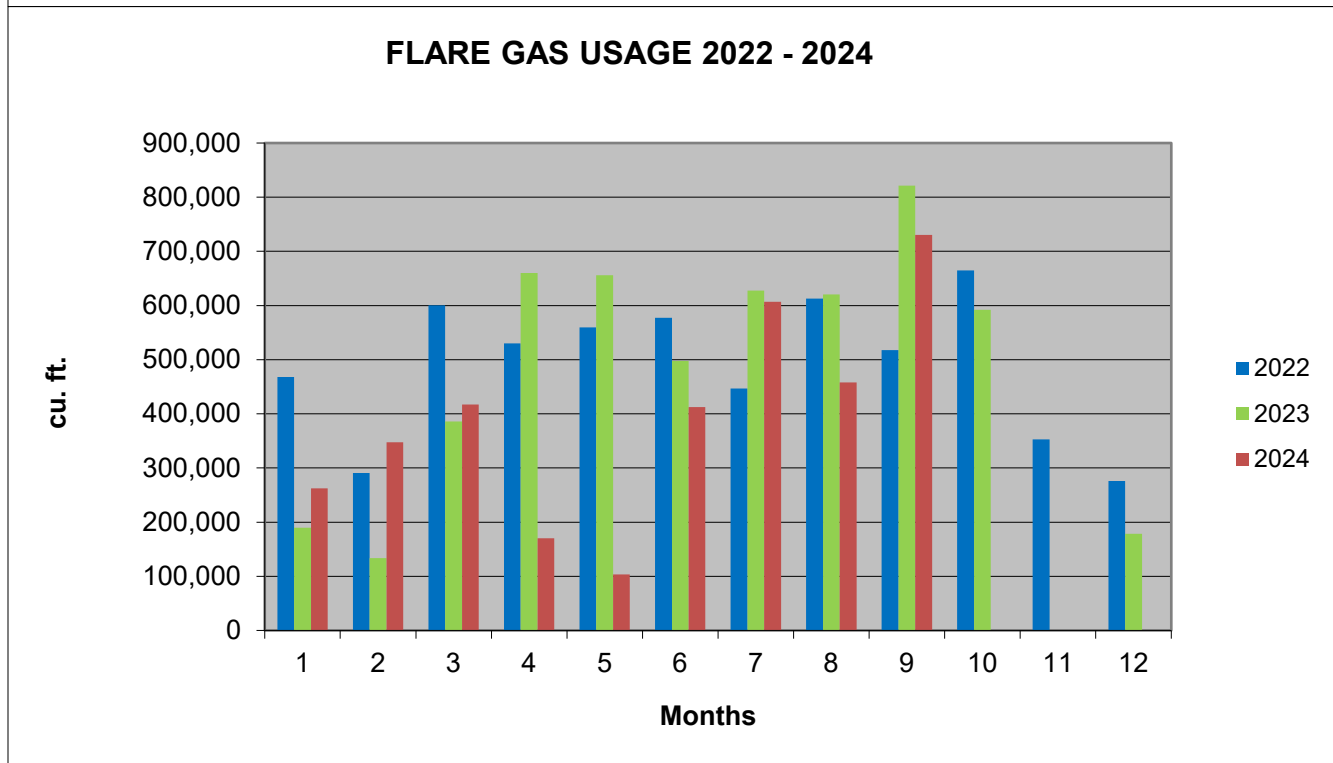
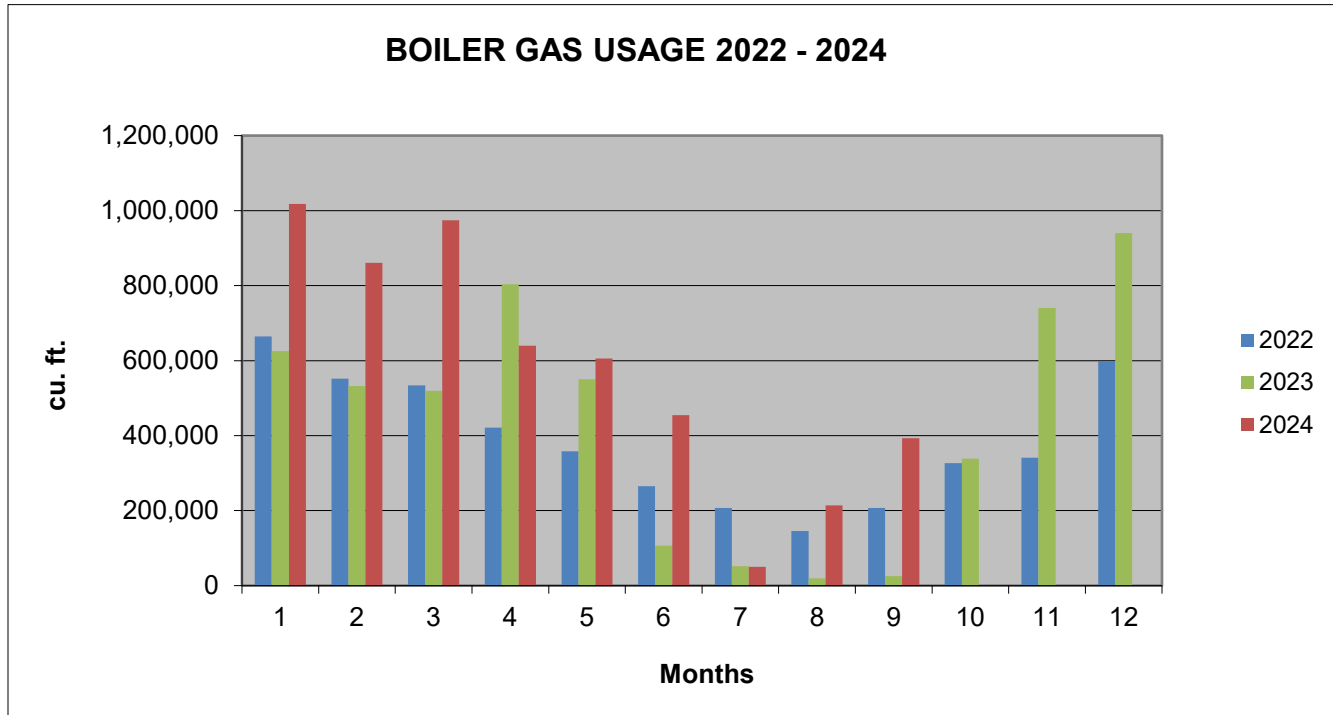
**UPCOMING ITEMS**

Enclosures:

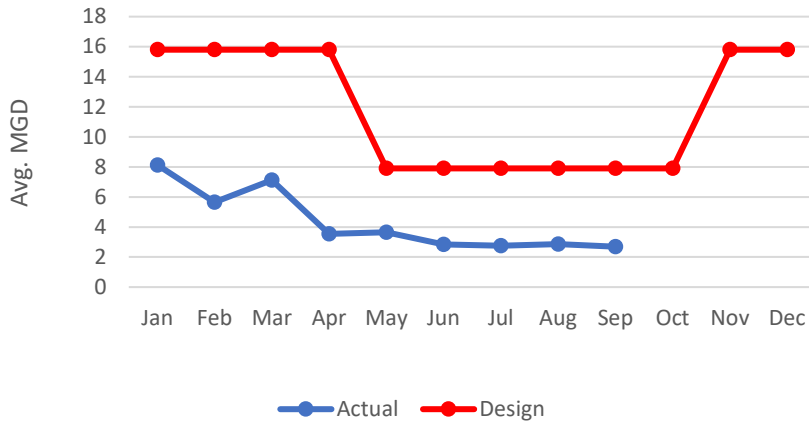
Boiler/Flare Gas Usage graphs

Influent TSS/BOD and Effluent Flow Graphs

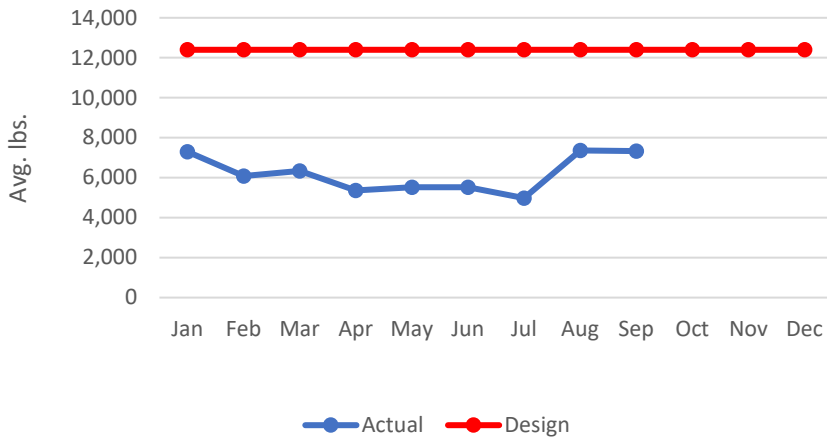
12 Month Moving Avg.



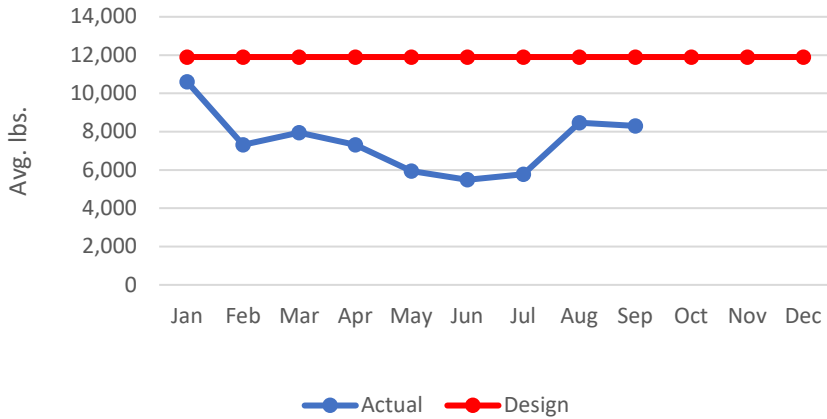
### Effluent Flow 2024



### Influent TSS 2024



### Influent BOD 2024



### 12 MONTH MOVING AVERAGES

Month/Year	Plnt Inf Q Average MGD	Plnt Inf Average lbs/day <b>CBOD/BOD</b>	Plnt Inf Average lbs/day TSS
Sep-23	2.83	4381	4284
Oct-23	3.04	4844	4802
Nov-23	4.20	7212	5972
Dec-23	5.27	10666	7185
Jan-24	8.13	10601	7303
Feb-24	5.65	7311	6090
Mar-24	7.12	7950	6339
Apr-24	3.54	7320	5358
May-24	3.64	5940	5520
Jun-24	2.85	5488	5518
Jul-24	2.75	5770	4979
Aug-24	2.86	8469	7362
Sep-24	2.69	8305	7332
<b>SUM</b>	<b>54.57</b>	<b>94257</b>	<b>78044</b>
<b>AVE</b>	<b>4.20</b>	<b>7251</b>	<b>6003</b>
<b>MAX</b>	<b>8.13</b>	<b>10666</b>	<b>7362</b>
<b>MIN</b>	<b>2.69</b>	<b>4381</b>	<b>4284</b>

# CASH DISBURSEMENT RECAP BOARD MEETING OCTOBER 9, 2024

## Cash Disbursements Since the Last Board Meeting

All Funds:

Total of Prepaid Checks & ACH Transactions	230,857.76
Total of Regular Checks & ACH Transactions	<u>698,942.90</u>

Total Expenditures (not including Payroll)	<u>929,800.66</u>
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Payroll:

Net Payroll - September 30, 2024	87,692.98
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All Checks & ACH Transactions since the Board Meeting of September 13, 2024	<u>1,017,493.64</u>
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# Accounts Payable

## Checks by Date - Detail by Check Date

User: christine  
 Printed: 10/2/2024 3:22 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	ASIFLEX SEPT 24 PR SEPT 24 PR	ASIFlex PR Batch 00001.09.2024 Flexible Spending Acc PR Batch 00001.09.2024 Dependent Care FSA	09/30/2024 PR Batch 00001.09.2024 Flex PR Batch 00001.09.2024 Dep	1,129.17 416.00
Total for this ACH Check for Vendor ASIFLEX:				1,545.17
ACH	DNB SEPT 24 PR SEPT 24 PR SEPT 24 PR SEPT 24 PR SEPT 24 PR	Internal Revenue Service PR Batch 00001.09.2024 Medicare - Employer PR Batch 00001.09.2024 Federal Income Tax PR Batch 00001.09.2024 FICA - Employer PR Batch 00001.09.2024 Medicare - Employee PR Batch 00001.09.2024 FICA - Employee	09/30/2024 PR Batch 00001.09.2024 Fed PR Batch 00001.09.2024 Fed PR Batch 00001.09.2024 Fed PR Batch 00001.09.2024 Fed PR Batch 00001.09.2024 Fed	1,893.52 11,409.76 7,984.09 1,893.52 7,984.09
Total for this ACH Check for Vendor DNB:				31,164.98
ACH	OR-REV SEPT 24 PR	Oregon Dept. of Revenue PR Batch 00001.09.2024 Oregon W/Held	09/30/2024 PR Batch 00001.09.2024 Ore	8,344.54
Total for this ACH Check for Vendor OR-REV:				8,344.54
ACH	PEBSCO SEPT 24 PR SEPT 24 PR	Nationwide Retirement Solutions PR Batch 00001.09.2024 Nationwide-Deferred C PR Batch 00001.09.2024 Roth Contribution	09/30/2024 PR Batch 00001.09.2024 Nati PR Batch 00001.09.2024 Nati	4,100.00 200.00
Total for this ACH Check for Vendor PEBSCO:				4,300.00
52333	CoxRick Sept 2024	David E Cox Mileage reimbursement for PNCWA Conf travel	09/30/2024	649.90
Total for Check Number 52333:				649.90
52334	Jacobs 35128937-04	Jacobs Engineering Group Inc Professional services per agreement for Oct-2024	09/30/2024	147,683.00
Total for Check Number 52334:				147,683.00
52335	BOLI 24001	Prevailing Wage Rate Unit Umpqua Street Sewer Improvements Project - N	09/30/2024	620.46
Total for Check Number 52335:				620.46
52336	VERIZON 9973844780	Verizon Wireless Monthly wireless telephone services	09/30/2024	681.59
Total for Check Number 52336:				681.59
52337	WinCan 9029	WinCan LLC WinCan Maintenance Renewal	09/30/2024	2,500.00
Total for Check Number 52337:				2,500.00
52339	CIS INS	CIS Trust	09/30/2024	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
SEPT 24 PR		PR Batch 00001.09.2024 Trauma - Bronze	PR Batch 00001.09.2024 Acc	10.00
SEPT 24 PR		PR Batch 00001.09.2024 Voluntary Dependent L	PR Batch 00001.09.2024 Acc	34.58
SEPT 24 PR		PR Batch 00001.09.2024 CCIS Insurance Long-	PR Batch 00001.09.2024 Acc	179.53
SEPT 24 PR		PR Batch 00001.09.2024 Trauma	PR Batch 00001.09.2024 Acc	95.00
SEPT 24 PR		PR Batch 00001.09.2024 Critical Illness Insuran	PR Batch 00001.09.2024 Acc	115.50
SEPT 24 PR		PR Batch 00001.09.2024 Accident Insurance	PR Batch 00001.09.2024 Acc	159.19
SEPT 24 PR		PR Batch 00001.09.2024 Voluntary Life Insuran	PR Batch 00001.09.2024 Acc	434.75
SEPT 24 PR		PR Batch 00001.09.2024 Life Insurance - er	PR Batch 00001.09.2024 Acc	108.34
SEPT 24 PR		PR Batch 00001.09.2024 Hospital Indemnity	PR Batch 00001.09.2024 Acc	129.00
SEPT 24 PR		PR Batch 00001.09.2024 CCIS Insurance AD&I	PR Batch 00001.09.2024 Acc	17.59
SEPT 24 PR		PR Batch 00001.09.2024 Short-Term Disability	PR Batch 00001.09.2024 Acc	44.42
SEPT 24 PR		PR Batch 00001.09.2024 Dental & Vision	PR Batch 00001.09.2024 Acc	2,590.04
SEPT 24 PR		PR Batch 00001.09.2024 Life Insurance - Spous	PR Batch 00001.09.2024 Acc	222.62
SEPT 24 PR		PR Batch 00001.09.2024 Medical Ins w/RX	PR Batch 00001.09.2024 Acc	29,127.86
SEPT 24 PR		PR Batch 00001.09.2024 Identity Protection	PR Batch 00001.09.2024 Acc	99.70
Total for Check Number 52339:				33,368.12
Total for 9/30/2024:				230,857.76
Report Total (10 checks):				230,857.76



# Accounts Payable

## Checks by Date - Detail by Check Date

User: christine  
 Printed: 10/3/2024 2:24 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	Cintas 4204651645 4206088822	Cintas Corporation No. 3 Hand soap, paper towel, toilet tissue & misc disp Hand soap, paper towel, toilet tissue & misc disp	10/09/2024	31.50 42.50
Total for this ACH Check for Vendor Cintas:				74.00
ACH	PITNEY 3319680266	Pitney Bowes Inc. Quarterly postage machine lease	10/09/2024	94.50
Total for this ACH Check for Vendor PITNEY:				94.50
52340	ARCADIA 1608 2807	Arcadia Training & Consulting LLC Asbestos sampling - locker room flooring	10/09/2024	371.21
Total for Check Number 52340:				371.21
52341	WP Sept 2024	Avista Utilities Natural gas service	10/09/2024	33.01
Total for Check Number 52341:				33.01
52342	BHEC CL28634-IN CL29028-IN	Bassett-Hyland Energy Company Vehicle fuel use 9/1 - 9/15 Vehicle fuel use 9/16 - 9/30	10/09/2024	1,125.78 1,122.03
Total for Check Number 52342:				2,247.81
52343	Bll Pear Pay Req #1 Pay Req #1 Ret	Black Pearl Paving & Excavation Deer Creek Siphon Improvement Pay Req #1 Deer Creek Siphon Improvement Pay Req #1 Re	10/09/2024	121,630.00 -6,081.50
Total for Check Number 52343:				115,548.50
52344	EDURED3 R10825	BRYMAR Enterprises LLC EDU reduction from 3 to 2 at 1730 NW Valley V	10/09/2024	10.00
Total for Check Number 52344:				10.00
52345	CAPCON 3938	CAP Concrete Coatings, Inc Concrete Coating for locker room & small break	10/09/2024	3,500.00
Total for Check Number 52345:				3,500.00
52346	ORMS 214276	Chaves Consulting, Inc Monthly user fees for ORMS electronic documen	10/09/2024	469.70
Total for Check Number 52346:				469.70
52347	WATER Sept 2024 Admin Sept 2024 CSB Sept 2024 High	City of Roseburg Water Usage-Admin Bldg Water Usage-Collections Storage Bldg @ WRF Water Usage Highland PS	10/09/2024 330-3470-00 330-3470-00 360-3420-00	255.20 119.88 88.52

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	Sept 2024 LV	Water Usage Loma Vista PS	430-2310-00	37.00
	Sept 2024 Winch	Water Usage Winchester PS	480-3210-00	720.04
	Sept 2024 WRF	Water Usage WRF	320-1830-00	982.52
Total for Check Number 52347:				2,203.16
52348	DRAUTO 148043 149090 149519 150403	D & R Auto & Truck Supply Corp Windshield wipers for Steve's truck Windshield wipers for Ryon's truck Windshield wipers for Sarah's truck Concrete silicone for sealing breakroom wall	10/09/2024	41.98 38.98 41.98 7.19
Total for Check Number 52348:				130.13
52349	DCPW 737196 737971	Douglas County Public works Grit pit screening disposal Dump run	10/09/2024	227.48 13.16
Total for Check Number 52349:				240.64
52350	DFN Oct 2024 Admin Oct 2024 Brbn Oct 2024 GateI Oct 2024 GateP Oct 2024 High Oct 2024 Host Oct 2024 Keady Oct 2024 LV Oct 2024 NBank Oct 2024 NTS Oct 2024 Ph/Ca Oct 2024 Wilb1 Oct 2024 Wilb2 Oct 2024 Winch	Douglas Fast Net Internet Services-Admin Internet Services-Bourbon St Internet Services - NTS Gate Phone Service - NTS Gate Internet Services-Highland PS Admin Hosting Internet Services-Keady Ct Internet Services-Loma Vista P Internet Services-No. Bank PS Internet Services-NTS Phones/Security Cams Internet Services-Wilbur 1 PS Internet Services-Wilbur 2 PS Internet Services-Winchester P	10/09/2024 Service: 14806 Service: 205697  Service: 105797  Service: 106289 Service: 205950 Service: 105793 Service: 237686 Service: 141784 Service: 105796 Service: 105794 Service: 105795	223.99 102.58 75.59 28.38 78.59 10.80 78.59 106.58 75.59 86.39 101.19 75.59 75.59 64.79
Total for Check Number 52350:				1,184.24
52351	FLURY G 0758	Flury Supply Company Culvert for NTS	10/09/2024	229.00
Total for Check Number 52351:				229.00
52352	GENEQ 90374	General Equipment Company Camel vacuum system repair	10/09/2024	511.40
Total for Check Number 52352:				511.40
52353	GEC AIE21058	Attn: Cashier Government Ethics Commis Gov't Ethics Assessment FY25	10/09/2024	1,134.82
Total for Check Number 52353:				1,134.82
52354	H3 Pay Req #3 Pay Req #3 Ret	H3 General Contractors LLC Storage Building Pay Req #3 Storage Building Pay Req #3 Retainage	10/09/2024	189,365.00 -9,468.00
Total for Check Number 52354:				179,897.00
52355	ICONIX U2416038754	ICONIX WATERWORKS INC Ferncos for stock	10/09/2024	117.72

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 52355:	117.72
52356	COASTAL	John Deere Financial f.s.b.	10/09/2024	
	J19389	Stock pins for hitch		11.94
	J19482a	Work boots for KB		131.99
	J19482b	T posts		49.96
	J21014	Tie down straps		54.97
	X43419	Floor mats for Steve's truck		58.99
			Total for Check Number 52356:	307.85
52357	LTM	Knife River Materials	10/09/2024	
	738208	Rock for Davis Ln repair		49.90
			Total for Check Number 52357:	49.90
52358	NBS	National Business Solutions	10/09/2024	
	IN137287	Annual maintenance fee-Canon/TX-3100 Wide I		1,015.58
			Total for Check Number 52358:	1,015.58
52359	NEXNET	Nexcom, LLC	10/09/2024	
	24320	Monthly digital telephone service		312.00
			Total for Check Number 52359:	312.00
52360	Northcor	Northcore USA LLC	10/09/2024	
	Pay Req #2	Umpqua Street Improvements Pay Req #2		289,743.67
	Pay Req #2 Ret	Umpqua Street Improvements Pay Req #2 Retair		-14,487.20
			Total for Check Number 52360:	275,256.47
52361	LGL	Northwest Local Government Legal Adviso	10/09/2024	
	13841	Legal services - easements, Elk Island, resolutior		741.00
			Total for Check Number 52361:	741.00
52362	Occu	OccuHealth	10/09/2024	
	30200	DOT Physical-R Cox		110.00
			Total for Check Number 52362:	110.00
52363	OR-LIN	Oregon Linen, Inc.	10/09/2024	
	1136215	Laundry & mat services		54.79
	1141687	Laundry & mat services		39.44
			Total for Check Number 52363:	94.23
52364	ORTRACT	Oregon Tractor & Equipment Co Inc	10/09/2024	
	00074549	Hydraulic system service for CAT 416B		402.50
			Total for Check Number 52364:	402.50
52365	PPL	Pacific Power	10/09/2024	
	Sept 2024 411LM	Usage-411 LM-Storage Bldg		22.49
	Sept 2024 425LM	Power Usage-425 Long Meadow		14.50
	Sept 2024 Admin	Power Usage-Admin Bldg		833.22
	Sept 2024 Brbn	Power Usage-310 Bourbon St PS		70.80
	Sept 2024 Gate	Power Usage-140 LM-NTS Gate		21.76
	Sept 2024 High	Power Usage-Highland PS		837.95
	Sept 2024 Keady	Contract Min&Usage-Keady Ct PS		66.52

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	Sept 2024 LV	Power Usage-Loma Vista PS		102.84
	Sept 2024 NBank	Power Usage-North Bank PS		125.63
	Sept 2024 NTS	Contract/Power Usage-NTS PS		12,474.70
	Sept 2024 SBank	Power Usage-South Bank PS		1,695.82
	Sept 2024 Wilb1	Power Usage-Wilbur 1 PS		137.41
	Sept 2024 Wilb2	Power Usage-Wilbur 2 PS		143.61
	Sept 2024 WWTP1	Power Usage-WWTP 1		25,830.17
	Sept 2024 WWTP2	Power Usage-WWTP 2		27.71
			Total for Check Number 52365:	42,405.13
52366	PapeMach EM 345032 S	Pape Machinery Diamond Brush Cutter	10/09/2024	22,227.00
			Total for Check Number 52366:	22,227.00
52367	CHAMBER 6009523	Roseburg Area Chamber of Commerce Chamber Membership dues 11/1/24 - 10/31/25	10/09/2024	385.00
			Total for Check Number 52367:	385.00
52368	RSBG-DIS 1384238	Roseburg Disposal Company Monthly garbage service	10/09/2024	70.00
			Total for Check Number 52368:	70.00
52369	Sims 10609 10609 ret 11051	Sims Electric, Inc Bisulfite Building SCADA Improvements Pay R Bisulfite Building SCADA Improvements Pay R Monitor panel to determine adequate feed for Co	10/09/2024	10,000.00 -500.00 3,533.48
			Total for Check Number 52369:	13,033.48
52370	SHRED-IT 8008379656	Stericycle, Inc. Monthly document shredding service	10/09/2024	93.73
			Total for Check Number 52370:	93.73
52371	Stratton 2024-165	Stratton Brothers, Inc. Asphalt patching - Leland St repairs, Golf course	10/09/2024	2,863.00
			Total for Check Number 52371:	2,863.00
52372	STRMLINE 546C655B-0005	Streamline Streamline Flex website 10/1/24 - 10/1/25	10/09/2024	5,472.00
			Total for Check Number 52372:	5,472.00
52373	TEKMAN 94531 94531 94531 94531 94531 94531 94531	TEKMANAGEMENT, INC. Cloud storage-server backups Encryption of laptops Server Maint & monitoring DNS Filter (security) Penetration Testing Backup & Recovery Services Privileged Access Mgmt Software	10/09/2024	120.00 107.25 1,642.02 32.00 253.84 565.00 77.00
			Total for Check Number 52373:	2,797.11
52374	DYER 31480	The Dyer Partnership Engineers & Planners Professional services-Dr Cr Siphon Proj	10/09/2024	4,048.86

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 52374:	4,048.86
52375	TIM ALLE 19630	Tim Allen Equipment Floor scraper to remove locker room flooring for	10/09/2024	62.24
			Total for Check Number 52375:	62.24
52376	TRUE NOR A18819 O05397 O05399	True North Equipment, Inc. CCTV lateral launch parts CCTV camera repairs Repair mini-cam - Ryon	10/09/2024	736.51 2,626.43 1,123.88
			Total for Check Number 52376:	4,486.82
52377	UBWA Sept 2024 411LM Sept 2024 606LM Sept 2024 Brbn	Umpqua Basin Water Association Water - 411 Long Meadows Ln Water - 606 Long Meadows Ln Water - 310 Bourbon St	10/09/2024	22.01 22.00 22.02
			Total for Check Number 52377:	66.03
52378	UMPQUARF 75960 76603	Umpqua Quarries, LLC Rock for Leland St repair Rock for backfill of NTS culvert	10/09/2024	48.38 126.30
			Total for Check Number 52378:	174.68
52379	UMP-SAND 123686 123852	Umpqua Sand & Gravel Slurry for Leland St repair Slurry for Davis Ln repair	10/09/2024	254.00 254.00
			Total for Check Number 52379:	508.00
52380	usablueb INV00485568	USABLUEBOOK Smoke fluid for smoke testing	10/09/2024	207.44
			Total for Check Number 52380:	207.44
52381	WILLGRAY 29879040 29887880	Willamette Graystone, LLC Quikrete for golf course manhole repair Speedcrete for Davis Ln repair	10/09/2024	139.86 105.82
			Total for Check Number 52381:	245.68
52382	BANNERMC AA091124 AA092424 AB09/04/24a AB09/04/24b AB09/20/24 AB09/23/24 AB09/24/24a AB09/24/24b CM092424 DEV090524 DF091024a DF091224a DF091224b DF091224c DF091324a DF091324b	BANNER BANK Staples - Toner for Fin Dir printer City of Roseburg - Addressing Fee - Highland Li HARBOR FREIGHT - WRENCHES TRUCK PRO - PINTLE HITCH HOME DEPOT FLOOR SCRAPERS HOME DEPOT ADHESIVE REMOVAL Home Depot Adhesive Removal Return HOME DEPOT WAX RING FOR TOILET OGFOA Conf-Christine HOME DEPOT - Kobalt Hoe Zoom - Electronic Meeting Software Amazon - Patch cords for server rack project Amazon - Patch cords for server rack project Amazon - Patch cords for server rack project Amazon-shelf and patch cords for server rack pr Amazon- accessories for new TV van computer.	10/09/2024	198.89 100.00 33.98 203.82 75.94 32.87 -32.87 5.98 450.00 34.98 148.00 34.59 29.00 26.80 152.90 22.98

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
DF091624a		Union Taxi - airport to hotel, Verkada Conf-Dave		77.04
DF091624b		Cuba Cuba Caf & Bar-Dinner Verkada Confer		35.13
DF091924a		Metro Yellow Taxi-hotel to airpor, Verkada Conf		76.00
DF091924b		City of Eugene Airport-parking, Verkada Confer		76.00
DF091924c		Element Denver Downtown-lodging, Verkada Cc		637.71
DF092024		Amazon-UPS for phone and alarm systems		334.95
HW091224		Deque University - WCAG Education		400.00
HW091324		Safeway - Board Meeting Snacks		9.00
HW091724a		Amazon - Kitchen Supplies		24.92
HW091724b		Amazon - Kitchen Supplies		38.75
JB090324		GovDeals -Used Portable Pump		1,952.50
JB091124a		Buffalo Wild Wings - Dinner PNCWA Conf., Jim		18.89
JB091124b		The Grove Hotel - Lodging and Meals, Jim		1,051.90
JB091124c		Reids Pine Room - Meals, JB, SL, RK PNCWA		79.00
JB091124d		The Whaft - Lunch Meeting PNCWA		26.98
JB092024		Home Depot- Power Washer		629.10
NS083024		HOME DEPOT - DEF FOR TRUCKS		97.68
NS091624		BAGEL TREE- STAFF MEETING		51.50
NS092524a		DEQ - RECERTIFICATION, Nick S		166.40
NS092524b		DEQ -SERVICE FEE		3.83
RC083024		NASSCO-PACP RECERTIFICATION		725.00
RC090424		PICK UP PUMP AT CITY OF SALEM		21.18
RC091124		PNCWA CONF. HOTEL		728.61
RC091224		HOTEL FOR BACKFLOW RECERT		161.13
RC091324a		LUNCH FOR SDAO GOLF TOURNEMENT		14.79
RC091324b		BREAKFAST/SDAO GOLF TOURNEMENT		10.60
RK090824a		Riverfront Market Hood River Fuel-PNCWA		45.42
RK090824b		Boise Fry Company Dinner-Ryon, PNCWA		21.17
RK090824c		C&D Drive In-Meal. Ryon-PNCWA		17.16
RK090924		Boise Fry Company Dinner-Ryon, PNCWA		21.80
RK091124a		Loves Truck Stop-Fuel Ryon-PNCWA		35.19
RK091124b		Boise Fry Company Dinner-Ryon, PNCWA		16.09
RK091124c		Grove Hotel-Lodging PNCWA-Ryon		728.61
SL090724		Jakes Diner - PNCWA Steve, Jim		43.93
SL091124		The Grove - PNCWA lodging		1,019.58
SL091224a		Best Western - Jim, PNCWA		117.78
SL091224b		Best Western - Ryon PNCWA		117.78
SL091224c		Best Western - Steve PNCWA		117.78
SL091224d		Best Western - Rick PNCWA		117.78
SL091224e		Jakes Diner - PNCWA Ryon, Steve, Jim		71.82
SL092024a		Home Depot - Bookcase		161.99
SL092024b		Good Vibrations - Dash Cams X 5		1,884.50
SMO91824		Douglas County Clerk - Credit Card Fee		1.50
SMO91824		Douglas County Clerk - Deed		4.00
Total for Check Number 52382:				13,510.33
Total for 10/9/2024:				698,942.90
Report Total (45 checks):				698,942.90