# Raleigh Water District Board Meeting

MINUTES	AUGUS	Т 16, 2023	7:00 PM	5010 SW SCHOLLS FERRY ROAD PORTLAND, OR 97225
MEETING CALLED B	Board of Commissioners			
TYPE OF MEETING	Regular Monthly			
FACILITATOR				
NOTE TAKER	Matt Steidler			
TIMEKEEPER	N/A			
ATTENDEES Ems, Bhasker, Visse, Ownby, Mickiewicz, Steidler				
Agenda topics				
N/A	MEETING CALLED TO O	RDER		CHAIRMAN
DISCUSSION	Meeting called to order at 19:01.			
WEBEX Meeting Co	de 2554 727 2215			
CONCLUSIONS				_

DISCOSSION	weeting caned to order at 15.01.		
WEBEX Meeting Cod	de 2554 727 2215		
CONCLUSIONS			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE

## N/A APPROVE MINUTES FOR THE 06/20/2023 MEETING CHAIRMAN DISCUSSION Minutes were read and approved. CONCLUSIONS **ACTION ITEMS** DEADLINE PERSON RESPONSIBLE

### N/A APPROVE PAYMENT OF BILLS AND SIGN CHECKS CHAIRMAN **DISCUSSION** Bills and checks reviewed for payment and signature. Reviewed check registers for 06/21-30/23, 07/01-19/23, 7/20 to 8/16/23. CONCLUSIONS All bills were approved for payment. All checks approved for signature. Dustin to sign 08/17. **ACTION ITEMS** PERSON RESPONSIBLE DEADLINE

N/A ACCOUNTANTS REPORT CHAIRMAN

DISCUSSION	Pat was not in attendance. Reviewed cash balances of all funds. Revi	ewed the FY 22/23 Profit vs Loss report.	
All funds in orde	er and within budget.		
CONCLUSIONS			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
N/A	ROOF UPDATE		CHAIRMAN
	NOOT OF BATE		CHAINWAIN
DISCUSSION	Roof – Washington County taking up to 16 weeks for issuing a permit	. Could push roof work out until late fall.	
CONCLUSIONS			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
		Board	05/01/2023
N/A	CIP UPDATE		CHAIRMAN
DISCUSSION	90 <sup>th</sup> Ct. – Surveying complete. Consor shooting for a 50% design in the	e next few weeks.	
Generator – Orde	red a Cat Generator. Estimated delivery 19-26 weeks.		
CONCLUSIONS			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
N/A	LEAD SERVICE LINE INVENTORY		CHAIRMAI
DISCUSSION	The database is complete. Homes built after the 1985 Lead Ban ident	ified. Random service line data being ente	red as encountered.
120Water is askin	ng for an additional \$4,976.25 to administer a customer mailer to help ide	ntify materials.	
The state is allow	ing statistical analysis to verify. Inspecting a random 20% of unknown line	es will suffice for a complete inventory.	
CONCLUSIONS	Board approved additional expenditure of \$4,976.25 for customer m	nailer.	
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE

DISCUSSION	WCSL Future Use – No meeting		
Water Managers –	No meeting.		
Wholesale Contrac	ct - Reviewed various questions regarding the new agreement. Should h	ave a final draft ready for legal review	next month.
CONCLUSIONS	Comments on new agreement reviewed 08/16/2023.		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
I/A	LEAD & COPPER SAMPLING		CHAIRMAN
DISCUSSION	Lead & Copper Sampling performed on 08/15/2023. Schedule chang	and due to Ground Water One schedule	nd for later this month
DISCUSSION	Lead & Copper Sampling performed on 08/15/2023. Schedule Chang	ed due to Ground Water Ops schedule	ed for later this month.
CONCLUSIONS			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
N/A	AGING REPORT		CHAIRMAN
DISCUSSION	Did not prepare due to due date being 08/15/23. Matt will follow up	o with aging when completed later this	s month.
CONCLUSIONS			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
I/A	CORRESPONDANCE		CHAIRMA
DISCUSSION	Reviewed Secretary of State Audits Division letter on Board respons	ibilities.	
iscussed Streamli	ine materials for website update/rebuild.		
CONCLUSIONS	Bhasker to contact Streamline and look into it a bit more.		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE

N/A PUBLIC COMMENT CHAIRMAN

DISCUSSION		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

### **OTHER DISCUSSION:**

- 1. Russ recommended using screen share for meetings. He also inquired as to Xfinity and if anyone was experiencing issues with internet. Noone had any negative experiences to report.
- 2. TVWD MOU: The MOU has been signed and TVWD is now on board to assist with any repairs and maintenance.
- 3. Dustin requested we review our security upgrade recommendations in order to begin planning for implementation of improvements.

#### **Additional Items:**

1. Bank Statement:

1. Dank Statement.				
	LGIP	BANNER	CASH RECAP BY	TOTAL
		BANK	FUND	
General Account	\$25044.53	\$166916.28		
General Account (CIF)	\$0	\$97.74	GF - \$201208.76	
General Account (SDF)	\$0	\$184.84	SDF - \$444386.12	
Public Funds Account	\$0	\$9247.95	CIRF - \$528242.46	
(GF)				
System Development	\$439279.06	\$4922.22		
Fund				
Capital Improvement	\$492883.69	\$35261.03		
Fund				
TOTAL	\$957207.28	\$216630.06		\$1173837.34

- 2. Checks approved for payment: Banner -#12442 thru #12498.
- 3. Water loss for the month of July 2023: Water Purchased 39542ccf, Water Sold 37326ccf, YTD UAW %.
- 4. Water loss for the month of August 2023: Water Purchased -40282 ccf, Water Sold 38022ccf, YTD UAW 4.46%.
- 6. Meeting Adjourned at 19:52 pm.

Next Meeting: 09/13/2023 at 7:00 pm

- Robert is unavailable for the September 20 meeting.
- Russ may not be available for the September 20 meeting.
- Change September meeting to 09/13/2023.
- Dustin is unavailable for the October 2023 meeting.