Raleigh Water District Board Meeting

MINUTES SEPTEMBER 13, 2023 7:00 PM

5010 SW SCHOLLS FERRY ROAD PORTLAND, OR 97225

			TORTEAND, OR 3722	
MEETING CALLED	Board of Commissioners			
TYPE OF MEETING Regular Monthly				
FACILITATOR				
NOTE TAKER	NOTE TAKER Matt Steidler			
TIMEKEEPER N/A				
ATTENDEES	Robert Ems, Russ Mickiewicz, Narjala Bhasker, Dustin Ownby, Matt Steidler			
Agenda topic				
N/A	MEETING CALLED TO ORDER		CHAIRMAN	
DISCUSSION	Meeting called to order at 19:03.			
DISCOSSION	Meeting caned to order at 19.03.			
WEBEX Meeting (Code 2554 727 2215			
CONCLUSIONS				
ACTION ITEMS		PERSON RESPONSIBL	.E DEADLINE	
N/A	APPROVE MINUTES FOR THE 08/16/202	3 MEETING	CHAIRMAN	
DISCUSSION	Minutes read, reviewed and approved.			
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CONCLUSIONS	Motioned and seconded. All in favor.			
ACTION ITEMS		PERSON RESPONSIBL	.E DEADLINE	
N/A	APPROVE PAYMENT OF BILLS AND SIGN	CHECKS	CHAIRMAN	
DISCUSSION	All hills reviewed for navmont. All shocks reviewed for si	raatura		
DISCOSSION	All bills reviewed for payment. All checks reviewed for si	gnature.		
CONCLUSIONS	All bills approved for payment and all checks approved for signature. Motioned, seconded, all in favor.			
ACTION ITEMS		DEDCOM DECDOMORDA	E DEADUNE	
ACTION ITEMS		PERSON RESPONSIBL	.E DEADLINE	

N/A ACCOUNTANTS REPORT CHAIRMAN

DISCUSSION	Pat not in attendance. Reviewed cash balances. All funds and balances in order.			
CONCLUSIONS	Board authorized a \$50,000 transfer from General Fund to Capital Imp	provement Reserve Fund. Motioned, secon	ded, all in favor.	
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE	
Russ to sign check	cs at 8:30 am on 09/14/2023.			
N/A	WEBSITE UPDATE		CHAIRMAN	
DISCUSSION	Bhasker had conversations with Streamline on website upgrade. He re	ported that they were a reputable, qualific	ed vendor. Do we need	
an upgrade? Will a	n upgrade take up extensive time? Bhasker spoke with Mike Grimm at W	est Slope about their experience with Stre	amline. Good results.	
CONCLUSIONS	Motioned, seconded, all in favor of contracting Streamline to upgrade	the website.		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE	
		Board	05/01/2023	
N/A	CIP UPDATE		CHAIRMAN	
DISCUSSION	90 th Ct. – Review 50% design. Meeting on 09/15 with Consor to finalize	e design and discuss schedule.		
Laurelwood Multi-I	Family Development – Project is underway. Working on Submittals with p	project engineer.		
CONCLUSIONS				
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE	
N/A	SECURITY UPGRADES		CHAIRMAN	
DISCUSSION	Reviewed the list of recommended security enhancements from the Risk & Resilience Assessment. Discussed potential risks from a			
Break-in of the offi	ce and site.			
CONCLUSIONS	Look at pricing for Doors, windows and intrusion alarms. Signage and	security locks are to proceed.		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE	

N/A LEAD SERVICE LINE INVENTORY CHAIRMAN

DISCUSSION	Working on finalizing the design of the customer mailer.		
We have been ident	ifying lines via visual observation and reviewing records for year of con	struction.	
CONCLUSIONS			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
N/A	WATER MANAGERS ADVISORY/WCSL UPDATE		
DISCUSSION	WCSL Future Use – No meeting		
Water Managers –			
Wholesale Contract	-		
CONCLUSIONS	Camp Creek Fire Update – Reviewed the status of the fire. Conditions	are currently favorable for fighting the fir	e.
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
N/A	LEAD & COPPER SAMPLING		CHAIRMAN
DISCUSSION	Lead & Copper Sampling results were within the limits.7.72 ug/l for le	ad, 15 ug/l is the Action Level. 168ug/l for	Copper, 1300 ug/l
Is the action level.			
CONCLUSIONS			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
N/A	AGING REPORT		CHAIRMAN
DISCUSSION	No report as the due date is 09/15/2023.		
CONCLUSIONS			
ACTION ITEMS		DEDCON DECDONCIBLE	DEADLINE

N/A	CORRESPONDANCE		CHAIRMAN
DISCUSSION	None.		
CONCLUSIONS			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
N/A	PUBLIC COMMENT		CHAIRMAN
DISCUSSION	None.		
CONCLUSIONS			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE

OTHER DISCUSSION:

1. Roof permit has been approved. Materials delivered 9/18. Work to begin week of 09/25.

Additional Items:

1. Bank Statement:

	LGIP	BANNER	CASH RECAP BY	TOTAL
		BANK	FUND	
General Account	\$125044.53	\$144819.51		
General Account (CIF)	\$0	\$97.74	GF - \$279148.52	
General Account (SDF)	\$0	\$184.84	SDF - \$444405.34	
Public Funds Account	\$0	\$9284.48	CIRF - \$528378.94	
(GF)				
System Development	\$439279.06	\$4941.44		
Fund				
Capital Improvement	\$492883.69	\$35397.51		
Fund				
TOTAL	\$1057207.28	\$194725.52		\$1251932.80

- 2. Checks approved for payment: Banner -#12499 thru #12519.
- 3. Water loss for the month of September 2023: Water Purchased 26663ccf, Water Sold 24583ccf, YTD UAW 4.89%.
- Meeting Adjourned at <u>20:01 pm</u>. Next Meeting: 10/18/2023 at 7:00 pm
- 5. Dustin will not be here for the 10/18 meeting. Russ and Robert will be available.