

# Raleigh Water District Board Meeting

## MINUTES

JANUARY 18, 2023

7:00 PM

5010 SW SCHOLLS FERRY ROAD  
PORTLAND, OR 97225

MEETING CALLED BY	Board of Commissioners
TYPE OF MEETING	Regular Monthly
FACILITATOR	
NOTE TAKER	Matt Steidler
TIMEKEEPER	N/A
ATTENDEES	Russ Mickiewicz, Dustin Ownby, Robert Ems, Narjala Bhasker, Pat Carney, Matt Steidler

### Agenda topics

N/A

MEETING CALLED TO ORDER.

CHAIRMAN

DISCUSSION	Meeting called to order at 19:03.		
WEBEX Meeting Code 2550 444 2888			
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

N/A

APPROVE MINUTES FOR THE 12/21/2022 MEETING

CHAIRMAN

DISCUSSION	Minutes for the 12/21 2022 meeting were read and reviewed. All in favor of approving the minutes.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

N/A

APPROVE PAYMENT OF BILLS AND SIGN CHECKS

CHAIRMAN

DISCUSSION	All bills were reviewed and approved for payment. All checks were reviewed and approved for signature.		
All in favor of approving the bills for payment.			
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Bhasker to sign checks at 13:00.			

N/A

ACCOUNTANTS REPORT

CHAIRMAN

<b>DISCUSSION</b>	FY 21/22 Audit submitted to the State. Pat reviewed all cash balances and the 2 <sup>nd</sup> Qtr. Profit vs Loss report.		
	All funds are in order.		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

N/A

DECEMBER 6 WATER MAIN BREAKS

CHAIRMAN

<b>DISCUSSION</b>	SW 78 <sup>th</sup> road repair completed. Reviewed the findings from Industrial Systems on the review of the SCADA programming. They Reported the valve would not have failed. It only opened due to seeing low pressure. The leak could have caused a pressure drop, valve opened, surged And caused greater problems. Further investigation may provide more information.		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

N/A

CIP UPDATE

CHAIRMAN

<b>DISCUSSION</b>	Washington County Scholls Ferry sidewalk project plans submitted for review. Potholing required at 3 service lines. 5 total service Lines will need to be moved and/or adjusted for grade. Bid 03/23, Begin 05/23, complete 10/23. No word on COB project. Emergency Generator – R&W to perform the bid process, still looking at a 12 month wait on a generator.		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
Look into surge protection for system with MSA/Conzor.			

N/A

WATER MANAGERS ADVISORY/WCSL UPDATE

<b>DISCUSSION</b>	WCSL Future Use – No meeting Water Managers – Meeting cancelled. Wholesale Contract - Did not attend meeting. Power point sent to Board.		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

N/A

CELLULAR LEASES

CHAIRMAN

<b>DISCUSSION</b>	No news at this time.		
Dish paid first two monthly payments. Scheduled to begin facilities installation in May.			
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

N/A

AGING REPORT

CHAIRMAN

<b>DISCUSSION</b>	Reviewed. No significant issues in the report.		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

N/A

CORRESPONDANCE

CHAIRMAN

<b>DISCUSSION</b>	N/A		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

N/A

PUBLIC COMMENT

CHAIRMAN

<b>DISCUSSION</b>	N/A		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

**OTHER DISCUSSION:**

1. TVWD Hookup – TVWD still reviewing potential location and pricing.
2. Elections – Board provided election information and aware of the requirements.

**Additional Items:**

1. Bank Statement:

	LGIP	BANNER BANK	CASH RECAP BY FUND	TOTAL
General Account	\$24459.08	\$183890.15		
General Account (CIF)	\$0	\$97.74	GF - \$217384.54	
General Account (SDF)	\$0	\$184.84	SDF – \$434756.96	
Public Funds Account (GF)	\$0	\$9035.31	CIRF – \$417967.22	
System Development Fund	\$429761.83	\$4810.29		
Capital Improvement Fund	\$383403.16	\$34466.32		
<b>TOTAL</b>	<b>\$837624.07</b>	<b>\$232484.65</b>		<b>\$1070108.72</b>

2. Checks approved for payment: Banner -#12287 thru #.
3. Water loss for the month of January, 2023: Water Purchased –14223 ccf, Water Sold – 13281 ccf, YTD UAW – 6.62%.
4. Meeting Adjourned at 19:45 pm.  
Next Meeting: 02/15/2023 at 7:00 pm