Raleigh Water District Board Meeting

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| Minutes | June 19, 2024 | 7:00 PM | 5010 SW Scholls Ferry Road  Portland, or 97225 |

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| **Meeting called by** | Board of Commissioners |
| **Type of meeting** | Regular Monthly |
| **Facilitator** |  |
| **Note taker** | Matt Steidler |
| **Timekeeper** | N/A |
| **Attendees** |  |

Agenda topics

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| n/a | meeting called to order | chairman |

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| **Discussion** | Budget Hearing to adopt FY 2024-2025 Budget. Hearing called to order at 19:09. Visse moved and Mickiewicz seconded, all in favor. | | |
| FY 24/25 Budget adopted. Regular board meeting called to order at 19:11. | | | |
| WEBEX Meeting Link <https://raleighwaterdistrict.my.webex.com/raleighwaterdistrict.my/j.php?MTID=m2762e4dcf72370cebeed4ffd8cbc9686> | | | |
| **Conclusions** |  | | |
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| **Action items** | | **Person responsible** | **Deadline** |
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| n/a | Approve minutes for the 05/15/2024 meeting | chairman |

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| **Discussion** | Minutes for the 05/15/2024 meeting were read and reviewed. All in favor of approval. Minutes approved. | | |
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| **Conclusions** | Add water loss information to the minutes. | | |
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| **Action items** | | **Person responsible** | **Deadline** |
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| n/a | approve payment of bills and sign checks | chairman |

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| **Discussion** | All bills and checks were reviewed. All bills were approved for payment. All checks were approved for signature. | | | | | |
| Mickiewicz moved and Ownby seconded, all in favor of payment of bills and signature of checks. | | | | | | |
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| **Conclusions** |  | | | | | |
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| **Action items** | | | **Person responsible** | | **Deadline** | |
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| n/a | | accountants report | | chairman | |

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| **Discussion** | Reviewed cash recap of all funds. Total cash $1,462,759.56. Cash recap had an error in CIRF and SDC fund totals. | | |
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| **Conclusions** | Discussed cellular lease totals and payment history. Discussed billings and collections for May 2024 vs May 2023. | | |
| Review fund totals for end of year at the July meeting. | | | |
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| **Action items** | | **Person responsible** | **Deadline** |
| Double auto-pay deduction cause. | | Pat Carney | 07/17/2024 |

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| n/a | CIP Update | chairman |

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| **Discussion** | SW 90th Ct. – Project complete. Wash County approved. Reviewed Consor Engineering costs for the project. Should be under budget. | | |
| Emergency Generator – Generator delivered, All electrical connections have been rewired. Generator start-up is the only remaining item. | | | |
| RHES – Utility locates have been requested. | | | |
| **Conclusions** | BH Hwy Development – Contractor is installing the 8” water line for the project. No connection to District main until SDC collected. | | |
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| **Action items** | | **Person responsible** | **Deadline** |
| Budget Committee Member | | Board | May 14, 2024 |

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| n/a | water managers advisory Board |  | chairman |

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| **Discussion** | Water Managers – No meeting. Bull Run Tour July 31st. Robert and Narjala are registered to attend. | | |
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| **Conclusions** |  | | |
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| **Action items** | | **Person responsible** | **Deadline** |
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| n/a | LCR Sampling | chairman |

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| **Discussion** | Lead & Copper Sampling scheduled for the week of 06/24-28/24 | | | | | |
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| **Conclusions** |  | | | | | |
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| **Action items** | | | **Person responsible** | | **Deadline** | |
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| n/a | | Potential Sewer Connection for district office | | chairman | |

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| **Discussion** | Pre-design and survey information has been submitted to Clean Water Services. | | |
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| **Conclusions** |  | | |
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| **Action items** | | **Person responsible** | **Deadline** |
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| n/a | aging report | chairman |

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| **Discussion** | Reviewed. No major discrepancies. | | |
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| **Conclusions** |  | | |
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| **Action items** | | **Person responsible** | **Deadline** |
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| n/a | correspondance | chairman |

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| **Discussion** | None. | | |
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| **Conclusions** |  | | |
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| **Action items** | | **Person responsible** | **Deadline** |
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| n/a | PUBLIC COMMENT | chairman |

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| **Discussion** | None. | | |
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| **Conclusions** |  | | |
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| **Action items** | | **Person responsible** | **Deadline** |
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**OTHER DISCUSSION:**

1. Matt S. to have hip surgery on July 1, 2024

**Additional Items:**

1. Bank Statement:

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|  | LGIP | BANNER BANK | CASH RECAP BY FUND | TOTAL |
| General Account | $284874.17 | $29242.16 |  |  |
| General Account (CIF) | $0 | $66457.99 | GF - $284874 |  |
| General Account (SDF) | $0 | $55111.84 | SDF – $ |  |
| Public Funds Account (GF) | $0 | $9659.35 | CIRF – $ |  |
| System Development Fund | $548109.86 | $5138.76 |  |  |
| Capital Improvement Fund | $427367.06 | $36798.37 |  |  |
| TOTAL | $1260351.09 | $202408.47 |  | **$1462759.56** |

1. Checks approved for payment: Banner -#12736 thru #12761.
2. Water loss for the month of June 2024: Water Purchased – 27692ccf, Water Sold – 24169ccf, YTD UAW – 4.05%.
3. Meeting Adjourned at  **19:49** pm.

Next Meeting: 07/17/2024 at 7:00 pm