

Raleigh Water District Board Meeting

MINUTES

FEBRUARY 15, 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	Robert Ems, Russ Mickiewicz, Dick Visse, Narjala Bhasker, Dustin Ownby, Pat Carney, Matt Steidler

Agenda topics

N/A

MEETING CALLED TO ORDER.

CHAIRMAN

DISCUSSION	Meeting called to order at 19:02.		
WEBEX Meeting Code 2559 580 8974			
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

N/A

APPROVE MINUTES FOR THE 01/18/2023 MEETING

CHAIRMAN

DISCUSSION	Minutes read and approved. All in favor of approval.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

N/A

APPROVE PAYMENT OF BILLS AND SIGN CHECKS

CHAIRMAN

DISCUSSION	All bills reviewed. All checks reviewed. All bills approved for payment. All checks signed.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

N/A

ACCOUNTANTS REPORT

CHAIRMAN

DISCUSSION	Pat reviewed all account cash balances. All accounts were in order. Pat recommended a \$50,000 transfer from the General Fund to Capital Improvement Reserve Fund. Motioned and seconded. Transfer approved.		
	Discussed the System Development Fund balance and what types of projects it can be used on.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

N/A

DECEMBER 6 WATER MAIN BREAKS

CHAIRMAN

DISCUSSION	Industrial systems found that the expansion unit for the PRV plc had a fault which caused loss of pressure and flow signals. This Caused the PRV to see 0 psi and open full. Once the Elevated reservoir hit 35', the altitude valve shut and caused a water hammer which resulted in the leaks.		
CONCLUSIONS	An interlock was installed that allows the prv to be shut at a predetermined tank level, eliminating full flow against a shut altitude Valve. A low -pressure alarm was installed to detect and alert in the event prv pressure drops below the setpoint. This will provide a warning of a plc fault		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

N/A

CIP UPDATE

CHAIRMAN

DISCUSSION	Began working with Consor/MSA on FY 23/24 CIP projects. Projects include SW 90 th Ct., COB Laurelwood and WashCo Scholls Ferry. Both COB and WashCo projects have been on hold for easement issues or adding work. COB appears to be working on an option to allow their contractor To perform the water service adjustments during the job. R&W is working on the bid process for the Emergency Generator hoping to bid this year.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

N/A

WATER MANAGERS ADVISORY/WCSL UPDATE

DISCUSSION	WCSL Future Use – No meeting Water Managers – Meeting cancelled. Wholesale Contract - Did not attend meeting, handout distributed.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

N/A

LEAD SERVICE LINE INVENTORY

CHAIRMAN

DISCUSSION	Had a meeting with 120Water to start the project. Awaiting a data request from them to get things going.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

N/A

AGING REPORT

CHAIRMAN

DISCUSSION	Sent out unofficial report for review. Nothing significant on the report. Official report will be run after due date on bills.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	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. TVWD Hookup – Awaiting report from TVWD on potential scenarios for a connection.
2. Water main break on 02/07/2023 on SW Stephen Ln. repaired.
3. Russ reported he will be out of town for the 03/15/2023 meeting.

Additional Items:

1. **Bank Statement:**

	LGIP	BANNER BANK	CASH RECAP BY FUND	TOTAL
General Account	\$24532.73	\$181517.45		
General Account (CIF)	\$0	\$97.74	GF - \$215112.45	
General Account (SDF)	\$0	\$184.84	SDF – \$436023.27	
Public Funds Account (GF)	\$0	\$9062.27	CIRF – \$419197.34	
System Development Fund	\$431013.95	\$4824.48		
Capital Improvement Fund	\$384532.52	\$34567.08		
TOTAL	\$840079.20	\$230253.86		\$1070333.06

2. Checks approved for payment: Banner -#12325 thru #12352.
3. Water loss for the month of February 2023: Water Purchased – 12286 ccf, Water Sold – 11519 ccf, YTD UAW – 1.49%.
4. Meeting Adjourned at 19:46 pm.
Next Meeting: 03/15/2023 at 7:00 pm