

Raleigh Water District Board Meeting

MINUTES

SEPTEMBER 18, 2024

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	D. Ownby, N. Bhasker, R. Ems, R. Mickiewicz, M. Steidler

Agenda topics

N/A

MEETING CALLED TO ORDER

CHAIRMAN

DISCUSSION	Meeting called to order at 19:06.		
WEBEX Meeting Link: https://raleighwaterdistrict.my.webex.com/raleighwaterdistrict.my/j.php?MTID=m8e9f547a819a8732d8ae80e65d01fb51			
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

N/A

APPROVE MINUTES FOR THE 07/17/2024 MEETING

CHAIRMAN

DISCUSSION	Minutes for the 07/17/2024 meeting were read and reviewed. Discussed the hydrant connection for RHES construction.		
CONCLUSIONS	Moved and seconded. Minutes approved.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

N/A

APPROVE PAYMENT OF BILLS AND SIGN CHECKS

CHAIRMAN

DISCUSSION	All bills were reviewed. All checks were reviewed. Discussed payroll taxes and the 120Water bills.		
CONCLUSIONS	Moved and seconded. All bills approved for payment. All checks approved for signature.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

N/A

ACCOUNTANTS REPORT

CHAIRMAN

DISCUSSION	Check register and Cash Summaries were reviewed. Revenues and SDC Cash Recap were the same for July and August.		
	Frances was emailed and a corrected Cash Summary page was sent.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

N/A

CIP UPDATE

CHAIRMAN

DISCUSSION	Emergency Generator – 99% complete. Awaiting a few final cleanup items and engineer’s review.		
	RHES – Nothing new to report.		
	BH Hwy. & Laurelwood – Nothing new to report.		
CONCLUSIONS	SW 78 th Ave. -		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

N/A

WATER MANAGERS ADVISORY BOARD

DISCUSSION	One Water Initiative with City of Portland discussed. This model combines water, sewer and storm into one entity.		
	TVWD gave an update on the Willamette Water Supply System Project.		
CONCLUSIONS	Willamette River Crossing Project Frequently Asked Questions: Jan. 2023 Update Portland.gov		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
East/West Supply Line status.	MBS	10/16/2024	

N/A

LEAD SERVICE LINE INVENTORY

CHAIRMAN

DISCUSSION	Service line inspections are complete. Data needs to be entered into the database. Once entered, 120Water will review and prepare final inventory.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

N/A

CIVIC PAY TO XPRESS BILL PAY

CHAIRMAN

DISCUSSION	Reviewed the comparison between Civic-Pay and Express Bill Pay.		
CONCLUSIONS	Express Bill pay will be the only supported option in the near future, so switching will be necessary. Frances with Carney's office is in favor of the switch and did some of the initial investigation into the differences.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

N/A

SEP IRA AMENDMENT

CHAIRMAN

DISCUSSION	Matt requested switching the SEP-IRA financial manager from Wedbush to Charles Schwab due to unresponsive service from Wedbush.		
CONCLUSIONS	Motedion and seconded. Board authorized Charles Schwab to manage the SEP-IRA program for the District.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

N/A

AGING REPORT

CHAIRMAN

DISCUSSION	No report prepared for the meeting.		
CONCLUSIONS	Matt will forward the report Thursday or Friday.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

N/A

CORRESPONDANCE

CHAIRMAN

DISCUSSION	None.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

DISCUSSION	None.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

OTHER DISCUSSION:

1. Bull Run Tour. Robert reported the tour was excellent and worthwhile. A mock treatment facility was set up for display.
2. Generator Service Agreement. Moved and seconded to engage a service agreement with Peterson for the generator.

Additional Items:

1. Bank Statement:

	LGIP	BANNER BANK	CASH RECAP BY FUND	TOTAL
General Account	\$261024.22	\$197787.49		
General Account (CIF)	\$0	\$7877.66	GF - \$468514.36	
General Account (SDF)	\$0	\$54927.00	SDF - \$610812.16	
Public Funds Account (GF)	\$0	\$9702.65	CIRF - \$345183.03	
System Development Fund	\$550723.61	\$5161.55		
Capital Improvement Fund	\$300345.20	\$36960.17		
TOTAL	\$1112093.03	\$312416.52		\$1424509.55

2. Checks approved for payment: Banner -#12795 thru #12839.
3. Water loss for the month of September 2024: Water Purchased -26621 ccf, Water Sold - 26228 ccf, YTD UAW -3.49 %.
4. Water loss for the month of August 2024: Water Purchased - 33938ccf, Water Sold - 31007ccf, YTD UAW - 3.81%.
5. Meeting Adjourned at 19:55 pm.
Next Meeting: 10/16/2024 at 7:00 pm
6. Dustin will not be available for the October 16, 2024 meeting.