



RALEIGH WATER DISTRICT BOARD MEETING TUESDAY JUNE 15, 2004

6/15/2004

7:00 PM

District Office

5010 SW Scholls Ferry Road

Portland, OR 97225

Meeting called by: Board of Commissioners **Type of meeting:** Monthly

Note taker: Phil Gladstein

Attendees: Babette Horenstein, Phil Gladstein, Bob Maddock, Russ Mickiewicz, Bob Roseta, Matt Steidler, Pat Carney.

----- Agenda Topics -----

Call meeting to order	Babette Horenstein
Conduct Budget Hearing, sign Budget Resolution	Babette Horenstein
Review and sign Rate Resolution	Babette Horenstein
Review and sign Deposit Resolution	Babette Horenstein
Approve Minutes for the May 18th, 2004 meeting.	Babette Horenstein
Approve payment of bills and sign checks.	Babette Horenstein
Transfer \$50,000 to the Capital Improvement Reserve Fund	Babette Horenstein
Construction update.	Matt Steidler
Correspondence from Dotti Roberts	Matt Steidler
Oleson Road Vault repair estimate and discussion.	Matt Steidler
SDC ordinance update.	Matt Steidler
Aging Report	Babette Horenstein
Correspondence	Babette Horenstein

Public Comment

Babette Horenstein

Other Information

Special notes:

----- Agenda Topics -----

Call meeting to order

Babette Horenstein

Discussion: Meeting called to order at 7:00

Conclusions:

Action items:

Person responsible:

Deadline:

Conduct Budget Hearing, sign Budget Resolution Babette Horenstein

Discussion: No public present. Motion to accept the Budget was made and seconded. Budget resolution was signed.

Conclusions:

Action items:

Person responsible:

Deadline:

Review and sign Rate Resolution

Babette Horenstein

Discussion: Rate and cost of service resolution was reviewed. It was motioned and seconded for approval. Resolution was signed.

Conclusions:

Action items:

Person responsible:

Deadline:

Review and sign Deposit Resolution

Babette Horenstein

Discussion: Deposit resolution was reviewed. There was a motion to approve, and seconded. The resolution was signed.

Conclusions:

Action items:

Person responsible:

Deadline:

Approve Minutes for the May 18th, 2004 meeting. Babette Horenstein

Discussion: Minutes were read. Approved and seconded to accept.

Conclusions:

Action items:

Person responsible:

Deadline:

Approve payment of bills and sign checks. Babette Horenstein

Discussion: Bills were discussed. Motion made to approve payment of bills and seconded. Checks were signed.

Conclusions:

Action items:

Person responsible:

Deadline:

Transfer \$50,000 to the Capital Improvement Reserve Fund Babette Horenstein

Discussion: The motion was made to make the quarterly deposit into the Capital Reserve Fund. It was seconded and Approved.

Conclusions:

Action items:

Person responsible:

Deadline:

Construction update.		Matt Steidler	
Discussion: Water main jobs are complete. Tank connections are in progress.			
Conclusions:			
Action items:	Person responsible:	Deadline:	
Correspondence from Dotti Roberts		Matt Steidler	
Discussion: Matt distributed the letter from Dottie Roberts, a representative of the residents on Dogwood Place. The Residents are requesting that the District pay to have the entire road seal coated in addition to paving. The Board Discussed the issue.			
Conclusions: The Board approved paying half the cost(\$932.40) in exchange for a water line easement on the upper Portion of the road.			
Action items: Write letter to residents detailing our offer.	Person responsible:	Deadline:	
	Matt Steidler		
Oleson Road Vault repair estimate and discussion.		Matt Steidler	
Discussion: ODOT's contractor broke the roof of the master meter vault on Oleson. MSA prepared an estimate of Approximately \$17,000.00. Meeting is planned with ODOT to discuss cost sharing.			
Conclusions:			
Action items:	Person responsible:	Deadline:	

SDC ordinance update.

Matt Steidler

Discussion: The ordinance must be submitted to the Portland Home Builders Association for review. This is a 90 day Review period. Ordinance should be ready for approval in October.

Conclusions:

Action items:

Person responsible:

Deadline:

Aging Report

Babette Horenstein

Discussion: Reviewed.

Conclusions:

Action items:

Person responsible:

Deadline:

Correspondence

Babette Horenstein

Discussion: None.

Conclusions:

Action items:

Person responsible:

Deadline:

Public Comment		Babette Horenstein	
<u>Discussion: None.</u>			
<u>Conclusions:</u>			
Action items:	Person responsible:	Deadline:	

Other Information

Special notes:

1. Bank Statement:

	<u>KEY BANK</u>	<u>LGIP</u>	
GENERAL ACCOUNT	\$15,078.74	\$97,719.78	
TIME DEPOSIT	\$21,101.09		
SYSTEM DEVELOPMENT FUND		\$20,616.82	
CAPITAL IMPROVEMENT FUND		\$371,076.67	
TOTAL	\$37,179.83	\$489,413.27	
TOTAL		\$526,593.10	

2. Checks approved for payment: #3056 thru #3097
3. Water loss for the Month of June: Purchased - 32087 ccf, Sold - 29804 ccf
Unaccounted – 7.12% , 3 month Avg. –10.14%
4. Meeting Adjourned at pm.
5. Next meeting – July 27, 2004