



RALEIGH WATER DISTRICT BOARD MEETING WEDNESDAY, MARCH 21, 2012

3/21/2012
7:00 PM
District Office
5010 SW Scholls Ferry Road
Portland, OR 97225

Meeting called by:	Board of Commissioners	Type of meeting:	Regular Monthly
Note taker:	Phil Gladstein		
Attendees:	Russ Mickiewicz, Aaron O'Donnell, Phil Gladstein, Pat Carney, Matt Steidler, Harold Murphy.		

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

Call meeting to order.	Aaron O'Donnell
Approve payment of bills and sign checks.	Aaron O'Donnell
Approve minutes for the 02/15/2012 meeting.	Aaron O'Donnell
Accountants Report.	Pat Carney
Appoint Budget Officer for FY 12/13 Budget.	Aaron O'Donnell
Raleigh Hills Elementary School proposed annexation to Beaverton.	Matt Steidler
FY 11/12 Construction.	Matt Steidler
Policy on wells and disconnecting from the system.	Matt Steidler
Aging report.	Aaron O'Donnell
Correspondance.	Aaron O'Donnell
Public Comment.	Aaron O'Donnell

Other Information

Special notes:

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

Call meeting to order.

Aaron O'Donnell

Discussion: Meeting called to order at 7:05 pm.

Conclusions:

Action items:

Person responsible:

Deadline:

Approve payment of bills and sign checks.

Aaron O'Donnell

Discussion: All bills approved for payment. All Checks signed.

Conclusions:

Action items:

Person responsible:

Deadline:

Approve minutes for the 02/15/2012 meeting. Aaron O'Donnell

Discussion: Minutes for the 02/15/2012 read and approved.

Conclusions:

Action items:

Person responsible:

Deadline:

Accountants Report.

Pat Carney

Discussion: Board approved the scheduled \$50,000 transfer from the General Fund to the Capital Improvement Reserve Fund. No other comments to note.

Conclusions:

Action items:

Person responsible:

Deadline:

Appoint Budget Officer for FY 12/13 Budget.

Aaron O'Donnell

Discussion: Board approved the appointment of Matt Steidler and Pat Carney as Co-Budget Officers for FY 12/13.

Conclusions:

Action items:

Person responsible:

Deadline:

Raleigh Hills Elementary School proposed annexation to Beaverton.

Matt Steidler

Discussion: Reviewed the proposed annexation of the Raleigh Hills Elementary School property to the City of Beaverton.

Proposal to be reviewed at the 04/17/2012 City of Beaverton Council meeting.

Conclusions:

Action items:

Person responsible:

Deadline:

FY 11/12 Construction.

Matt Steidler

Discussion: Bids were opened on 04/20/2012. The apparent low bidder was Integrity Construction for \$99,750. After review of the bid document, Integrity made a calculation error, and based on the contract language, there bid was adjusted to \$337,510. The low bidder was then CG Contractors for \$103,890.

Conclusions: Board approved awarding the contract to CG Contractors for \$103,890.

Action items:

Person responsible:

Deadline:

Policy on wells and disconnecting from the system. Matt Steidler

Discussion: Discussed a policy on the requirements for customers using a private well for domestic water when the customer's property is within the District Boundaries. Further research on approved practices needs to be completed before a final policy is drafted.

Conclusions: Manager to research the matter and report back with findings.

Action items:

Person responsible:

Deadline:

Aging report.		Aaron O'Donnell	
<u>Discussion: Reviewed.</u>			
<u>Conclusions:</u>			
<u>Action items:</u>	<u>Person responsible:</u>	<u>Deadline:</u>	
Correspondance.		Aaron O'Donnell	
<u>Discussion: Reviewed the request for public documents from The Oregonian. Board approved providing the documents at no charge. A policy for the procedure of requesting and providing public documents was reviewed and signed for future inquiries.</u>			
<u>Conclusions:</u>			
<u>Action items:</u>	<u>Person responsible:</u>	<u>Deadline:</u>	
Public Comment.		Aaron O'Donnell	
<u>Discussion: Harold Murphy attended the meeting to become better informed on the operation of the District. Mr. Murphy Is considering serving on the Budget Committee in May.</u>			
<u>Conclusions:</u>			
<u>Action items:</u>	<u>Person responsible:</u>	<u>Deadline:</u>	

Other Information

Special notes:

1. Bank Statement:

	LGIP	BANNER BANK	BANK OF OSWEGO MONEY MARKET	BANK OF OSWEGO CHECKING	TOTAL
General Account	\$20,206.56	\$22,759.32	\$50,351.79	\$500.00	
General Account (CIF)	\$0	\$41.35	\$0		
General Account (SDF)	\$0	\$10,633.45	\$0		
Public Funds Account (GF)	\$0	\$87,594.91	\$0		
System Development Fund	\$9,736.75	\$25,772.56	\$25,858.82		
Capital Improvement Fund	\$122,755.63	\$59,488.30	\$171,887.89		
TOTAL	\$152,698.94	\$206,289.89	\$248,098.50	\$500.00	\$607,587.33

2. Checks approved for payment: Banner - #7734 thru #7781 .

3. Water loss for the month of MAR. 2012: Water Purchased – 13,990ccf, Water Sold – 12747ccf, YTD UAW – 5.52%.

4. Meeting Adjourned at **8:20** pm.

Next Meeting: 04/25/2012 at 7:00 pm