



RALEIGH WATER DISTRICT BOARD MEETING WEDNESDAY, OCTOBER 17, 2012

10/17/2012
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: Aaron O'Donnell

Attendees: Aaron O'Donnell, Russ Michiewicz, Dick Visse, Pat Carney, Matt Steidler

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

Call meeting to order.	Aaron O'Donnell
Approve payment of bills and sign checks.	Aaron O'Donnell
Approve minutes for the 09/12/2012 meeting.	Aaron O'Donnell
Accountants Report.	Matt Steidler
FY 12/13 Construction.	Matt Steidler
SDAO Best Practices Survey.	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: Called meeting to order at 7:15 pm.

Conclusions:

Action items:

Person responsible:

Deadline:

Approve payment of bills and sign checks.

Aaron O'Donnell

Discussion: Payment of bills was approved without objection. All checks signed.

Conclusions:

Action items:

Person responsible:

Deadline:

Approve minutes for the 09/12/2012 meeting. Aaron O'Donnell

Discussion: Previous meeting minutes were approved.

Conclusions:

Action items:

Person responsible:

Deadline:

Accountants Report. Matt Steidler

Discussion: Quarterly report was presented – numbers look on target.

Monthly cash balances – total cash over \$650,000 across all accounts. No need for any transfers between funds.

Conclusions:

Action items:

Person responsible:

Deadline:

FY 12/13 Construction. Matt Steidler

Discussion: No discussion with MSA about base mapping charges from previous projects.

Preliminary design work for Dover in progress.

Conclusions:

Action items:

Person responsible:

Deadline:

SDAO Best Practices Survey.

Matt Steidler

Discussion: Part of requirement for SDAO insurance program.

Survey to be completed by Matt and reviewed by Board at next meeting.

Conclusions:

Action items:

Matt will register as the District's Registered Agent.

Person responsible:

Deadline:

Aging report.

Aaron O'Donnell

Discussion: No report this month.

Conclusions:

Action items:

Person responsible:

Deadline:

Correspondance.

Aaron O'Donnell

Discussion: None.

Conclusions:

Action items:

Person responsible:

Deadline:

Public Comment.

Aaron O'Donnell

Discussion: None.

Verizon – Final version of the contract was sent out.

Portland – SCADA readings on Portland’s equipment are off, Matt will investigate w. Portland Water.

Conclusions:

Action items:

Person responsible:

Deadline:

Next meeting 11/14/2012

Other Information

Special notes:

1. Bank Statement:

	LGIP	BANNER BANK	BANK OF OSWEGO MONEY MARKET	BANK OF OSWEGO CHECKING	TOTAL
General Account	\$103200.50	\$6248.89	\$	\$	
General Account (CIF)	\$0	\$525.10	\$0		
General Account (SDF)	\$0	\$1427.84	\$0		
Public Funds Account (GF)	\$0	\$131964.17	\$0		
System Development Fund	\$35694.69	\$42891.78	\$		
Capital Improvement Fund	\$308028.37	\$20525.27	\$		
TOTAL	\$446923.56	\$203583.05	\$	\$	\$650506.61

2. Checks approved for payment: Banner - #7969 thru #8011 .

3. Water loss for the month of OCTOBER. 2012: Water Purchased – 19540ccf, Water Sold – 20,864ccf, YTD UAW – 5.03%.

4. Meeting Adjourned at **8:00** pm.

Next Meeting: 11/14/2012 at 7:00 pm