

# Raleigh Water District Board Meeting

## MINUTES

FEBRUARY 19, 2025

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	Ems, Mickiewicz, Ownby, Bhasker, Visse, Carney, Steidler

### Agenda topics

N/A

MEETING CALLED TO ORDER

CHAIRMAN

DISCUSSION	Meeting called to order at 19:04		
	WEBEX Meeting Link <a href="https://raleighwaterdistrict.my.webex.com/raleighwaterdistrict.my/j.php?MTID=m0a7593bd2ddf8d408ca064ea2e69323b">https://raleighwaterdistrict.my.webex.com/raleighwaterdistrict.my/j.php?MTID=m0a7593bd2ddf8d408ca064ea2e69323b</a>		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

N/A

APPROVE MINUTES FOR THE 01/15/2025 MEETING

CHAIRMAN

DISCUSSION	Minutes read and reviewed. Motioned, moved and seconded to approve the minutes. Approved 5-0.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

N/A

APPROVE PAYMENT OF BILLS AND SIGN CHECKS

CHAIRMAN

DISCUSSION	All bills and checks were reviewed. Business Card, Consor, Industrial Systems invoices were discussed.		
	Motioned, moved and seconded to approve all bills for payment and sign checks. Approved 5-0.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

N/A

ACCOUNTANTS REPORT

CHAIRMAN

<b>DISCUSSION</b>	Pat reviewed the cash totals, \$1,617,518.20 total cash.		
	*Review FY 25-26 Budget Calendar. Russ is out of town on 05/20. Ems out 06/18 but should be available for video.		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

N/A

CIP UPDATE

CHAIRMAN

<b>DISCUSSION</b>	78 <sup>th</sup> Ave. – Review bids. Select contractor. The board approved Premier Property Development bid for \$137,500.00.		
	Tank Coating – Sampling for lead on 500K Tank completed. Awaiting analysis. Lead in paint on the 500k Reservoir will require additional safety measures when preparing the surface.		
<b>CONCLUSIONS</b>			
	*Consort budget summary was reviewed for yearly expenditures vs the budget.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

N/A

WATER MANAGERS ADVISORY BOARD

<b>DISCUSSION</b>	Bull Run flows and parameters are all in normal ranges.		
	Discuss 25-26 Rates.		
<b>CONCLUSIONS</b>	Plan on doing a review of the rate study for FY 2025-2026.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

N/A

CIVIC PAY VS XPRESS BILL PAY

CHAIRMAN

<b>DISCUSSION</b>	Online and automatic payment changes. Board approved moving forward on the Xpress Pay option.		
	Reviewed the cost comparison with Xpress and CivicPay and the options available.		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

N/A

SECURITY UPGRADES

CHAIRMAN

<b>DISCUSSION</b>	Reviewd ABCO Solutions proposal. Dustin inquired as to what were the industry standards for our purpose, more bids should be obtained and the need for security enhancement is warranted. Bhasker suggested talking to West Slope, SDAO, OAWU and Consor f for input.		
	Ems suggested getting rid of the F-250 in the back.		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

N/A

AGING REPORT

CHAIRMAN

<b>DISCUSSION</b>	Aging reviewed. Nothing significant to note.		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

N/A

CORRESPONDANCE

CHAIRMAN

<b>DISCUSSION</b>	None.		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

N/A

PUBLIC COMMENT

CHAIRMAN

<b>DISCUSSION</b>	None.		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

**OTHER DISCUSSION:**

1. SCADA improvements. PRV vault for ground tanks has significant corrosion in the electrical panel and will require replacement.
- 2.

**Additional Items:**

1. Bank Statement:

	LGIP	BANNER BANK	CASH RECAP BY FUND	TOTAL
General Account	\$396651.85	\$(5606.29)		
General Account (SDF)	\$0	\$4927.00	GF - \$431181.73	
General Account (CIF)	\$0	\$114656.87	SDF - \$476482.24	
Public Funds Account (GF)	\$0	\$40136.17	CIRF - \$709852.23	
System Development Fund	\$466231.11	\$5324.13		
Capital Improvement Fund	\$587203.76	\$7991.60		
TOTAL	\$1450086.72	\$167429.48		<b>\$1617516.20</b>

2. Checks approved for payment: Banner -#12937 thru #12980.
3. Water loss for the month of February 2025: Water Purchased – 11448ccf, Water Sold – 10615ccf, YTD UAW – 3.65%.
4. Meeting Adjourned at **20:06 pm**.  
Next Meeting: 03/19/2025 at 7:00 pm
- 5.