

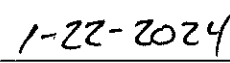
**Rivergrove Water District
Board of Commissioners Regular Meeting Minutes
Monday, December 18, 2023**

A regular meeting of the Board of Commissioners was held on this day at 17661 Pilkington Road, Lake Oswego. Chair Roth presided over the meeting and other attendees included: Commissioners Magura and Patterson. The General Manager was also in attendance. Commissioners Johnson and Howell were excused.

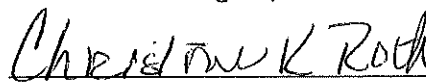
1. **Call to Order:** The meeting was called to order at 4:30 p.m.
2. **Public Comment:** No public comment was received.
3. **Review and Approval of Minutes:** The regular meeting minutes of October 23, 2023 and November 20, 2023 as well as meeting minutes from the Executive Session held on November 20, 2023 were approved by a motion from **Commissioner Magura, seconded by Commissioner Patterson, and passed by unanimous vote.**
4. **Monthly General Manager's Report:** See attached.
5. **Unfinished Business:**
 - a. Water District Ordinance No. 23-01: The ordinance was passed by a motion from **Commissioner Magura, seconded by Commissioner Patterson, and passed by unanimous vote.**
 - b. Board Policy Notebook Addition - Performance Evaluation of the General Manager: This was tabled until the January 2024 meeting.
 - c. General Manager's Annual Performance Review: This was tabled until the January 2024 meeting.
6. **New Business**
 - a. Resolution 2023-05 Conflict of Interest – Relative of General Manager Employment at Ferguson Enterprises: The resolution was passed by a motion from **Commissioner Patterson, seconded by Commissioner Magura, and passed by unanimous vote.**
 - b. Customer Shut-off Letter to Board – McEwan Road: Discussion ensued on the District's shut off procedures and fee comparisons were made with 12 other water districts. The Board felt the District's current policy and associated fees were in line with other districts and decided no changes were required.
 - c. Employee Pay Scale – Cost of Living Increase: A 4% cost of living increase for District employees was approved by a motion from **Commissioner Patterson, seconded by Commissioner Magura, and passed by unanimous vote.**
 - d. Office Space for District: Discussion proceeded on a possible relocation for the District office. RH2 will draft a development submittal for a new building to be located at 4100 Old Gate road to include a vicinity map and site plan for use at a Pre-Application Meeting with the City of Lake Oswego.
7. **Chair Report:** Chair Roth discussed basic parliamentary procedures for use of "Point of Order" during Board meetings. She also discussed customer relations regarding a noise complaint against an employee due to the high volume of the radio in the District's truck during early morning hours.
8. **Adjournment:** The meeting was adjourned at 5:35 p.m. The next regular meeting will be held on Monday, January 22, 2024.



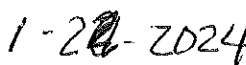
Lawrence M. Magura, Treasurer



Date



Christine K. Roth, Chair



Date