

**Rivergrove Water District
Board of Commissioners Regular Meeting Minutes
Monday, March 22, 2021**

A regular meeting of the Board of Commissioners was held Monday, March 22, 2021 via remote teleconference. Chair Roth presided over the meeting and other attendees included: Commissioners Johnson, McDowell, Magura, and Patterson. General Manager Janine Casey was also in attendance. The meeting was called to order at 7:30 a.m.

1. Public Forum: No public attended.

2. Review and Approval of Minutes:

The regular meeting minutes of February 24, 2021 were approved by a motion from *Commissioner Magura, seconded by Commissioner McDowell and passed by Commissioners Roth, Johnson, McDowell, Magura, and Patterson. Nays: None*

3. Monthly District Reports: See attached report

4. Unfinished Business: The Board's priority list for 2020/2021 was reviewed with 7 objectives for fiscal year 2020/2021 being met. Three objectives (evaluate System Development Charges, replace asbestos pipe throughout the District, and identify areas of greater growth) will be moved to the 2021/2022 priority list and completed in conjunction with the Master Plan update due June 2022.

5. New Business: The purchase of a new generator for the District was tabled for the next Board meeting in April pending information that was not available prior to the meeting.

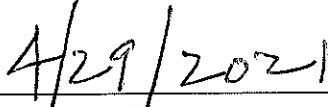
6. Executive Session: The regular meeting of the Board of Commissioners was adjourned at 8:28 a.m. to meet in Executive Session in accordance with ORS 192.660(2) to discuss the base salary for the general manager position. The Executive Session adjourned at 8:42 a.m. and the regular meeting of the Board of Commissioners reconvened at 8:42 a.m. A motion was made to increase the base salary for the general manager to an annual rate of \$90,000 effective March 22, 2021. *Commissioner Johnson moved to approve the motion, seconded by Commissioner Magura and passed by Commissioners Roth, Johnson, McDowell, Magura and Patterson. Nays: None.*

7. Adjournment: The meeting was adjourned at 8:49 a.m.

The next meeting will be held on Monday, April 26, 2021 at 6:30 p.m. via remote teleconference.



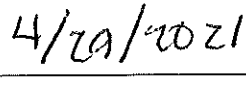
James W. Johnson, Secretary



Date



Christine K. Roth, Chair



Date



MONTHLY BOARD REPORT March 2021

Reservoir 3 Project

- Progress Meeting Agenda (See attached agenda dated 3/11/21)
- MJE is sandblasting and painting the interior and exterior of the tank
 - o Work continues to blast and prime the exterior roof; estimated completion Friday (3/19/21)

Water Operations

- **SCADA System**
 - o Industrial Systems started intrusion alarm feature upgrade for all the well sites
- **Leak Repairs**
 - o 2012 Water Line Leak Detection Project for Rivergrove Water District enclosed
 - o Work will begin to repair the leak at Childs Rd and River Run Rd in the next 2 weeks
 - Problem detected in 2012 by Utility Services Associates during District project
 - Current zone configuration significantly reduces fire flow with water running in a 10" line
 - In November 2020, the District received a call from LO Fire Department concerning low pressure while responding to a fire on Woodcrest Lane
 - Three valves will be replaced, and repairs made to the line as necessary
 - All required permits have been submitted and approved by Lake Oswego
 - o Attempted leak repair at 5071 Tualata Lane
 - Unable to verify location despite using the 2012 report
 - Suspect service line was nicked when fiber optics line was installed
 - Small scale leak at 1 GPM does not currently justify the cost of repair
 - o We are still working to identify the location of the leak detected in February from the Production versus Consumption Graph
 - We have backtracked construction activities, reinvestigated customer calls on suspicious water sightings, inspected fire hydrants, and conducted a visual inspection of all roads within the District
 - In a final attempt to locate the leak, we have gathered all locates in the 60-day period and are visiting those sites to look for any irregularities
- **Risk & Resilience Assessment**
 - o Progress is going smoothly on the assessment; the after-action report from the recent ice storm identified several areas of improvement the District needs to make in relationship to readily available resources
 - o Contacted Hiland Water to negotiate a contract to provide water operators in emergency situations; contract being drafted by Hiland ECD: May 21
 - o Contacted LO Public Works Director/Deputy City Manager to negotiate a contract to provide diesel fuel in emergency situations
 - LO evaluating practicality and associated costs; further discussion in 2 weeks
 - The District is independently pursuing other vendors as a source for diesel fuel and requirements for an on-going contract
 - o Contacted several Districts to compare communication mediums (i.e., cell phones, radios, and land lines)