

**PALATINE HILL WATER DISTRICT
REGULAR MEETING OF THE BOARD OF COMMISSIONERS
By Teleconference
December 19, 2023
5:00 P.M.**

The regular meeting of the Board of Commissioners convened by video-teleconference at 5:00 P.M. on Tuesday December 19, 2023. The schedule was adjusted from usual third Thursday morning to avoid travel conflicts for the holiday. Supporting materials were provided to commissioners in advance of the meeting. Instructions for public access to the teleconference were printed on the Agenda and noticed as usual. In attendance were:

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| Leslie Goss | Ron Stevenson |
| Maya Klein | Roberta Allen |
| Laura Martin | Saidee McKay |
| David Veverka | Brian Ginter |
| | Matt Steidler |

The Minutes of the November 16, 2023 regular meeting were read. Maya moved and David seconded approval of the Minutes. The motion passed unanimously.

The general ledger and financial statements for December 2023 were reviewed. General fund expense checks in the amount of \$41,137.64 were approved and signed. Attached is a list of the checks written. Two checks totaling \$9,194.75 were written from Systems Development Fund to Consor North America for project design work.

Leslie asked about the \$250 payment to Multnomah County and Dee said it was for the TSCC audit.

On the financial statements, Maya asked about percentages not always totaling 100% in every column. Dee said that those numbers in that percentage column are not relevant.

Saidee reported that the Audit of Financials ending June 30, 2023 is completed and she had one question she is working through with Conor. Board action on this will be on the January meeting agenda.

DISTRICT UPDATE:

Ron reported on finally finding a paving contractor to finish the Vacuna project and address some other long needed small repairs including those on Summerville. He noted that new county rules regarding gas allotments for black top production may delay the repairs but he is hopeful that they could actually be done before Christmas.

Matt and Brian reported that the SCADA redesign work by Industrial Systems came in at \$107,000, well under the \$250,000 amount budgeted. There is an \$18,000 contingency and approximately another \$10,000 needed to address some internet upgrades.

The Board briefly discussed the previously circulated draft water sales agreement with Portland. Maya had some questions about formatting. Stephen and Brian mentioned that we need to know what will be considered acceptable as a cost study when applying for a waiver to the 125% cap on wheeled water sales. David mentioned we might have to spend more on a study than we would recover from wheeled customers. David wondered if PHWD could refuse to serve the wheeled Portland customers. Matt mentioned that the two major wholesale customers Sandy and Tualatin are still in arbitration on the agreement with Portland.

Brian reported that he had talked with attorney Josh Soper of Beery, Eisner & Hammond who is willing to review the agreement on behalf of Palatine Hill Water District. He is familiar with the contract after representing Sandy and Tualatin. Brian estimates the District would spend \$5,000 on the review. Brian asked that board members send their comments/questions concerning the agreement to him by January 8 so he can share them with Josh before the January monthly meeting on the 18th which Josh will attend virtually. Leslie asked that with the addition of Josh to the January Agenda, could the meeting begin early and start at 8:30AM. All agreed.

Matt reported that January 10 was the final Future Water Sales Agreement Workgroup meeting to be followed by lunch. The agreement is supposed to be final after this meeting.

Leslie asked Brian about the status of the new meter pilot program. Brian reported that there is no longer “time pressure” to accept an offer. He talked to the Kamstrup rep and is still reviewing changes from the initial offer. Brian said that Raleigh Hills Water District is now “luke-warm” on the offer because of the equipment supplier/dealer change by Kamstrup.

The meeting adjourned at 6:07 P.M. and the next meeting is scheduled for Thursday, January 18, 2024 at 8:30 A.M.

APPROVED:

Commissioner

Commissioner