

PALATINE HILL WATER DISTRICT
REGULAR MEETING OF THE BOARD OF COMMISSIONERS
By Teleconference
March 21, 2024

The regular meeting of the Board of Commissioners convened by video-teleconference at 9:01 A.M. on Thursday, March 21, 2024. 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:

Carrie Gentry	Brian Ginter
Stephen Holmes	Roberta Allen
Maya Klein	Saidee McKay
Laura Martin	Ron Stevenson
David Veverka	Matt Steidler
	Leslie Goss (member of the public)

The Minutes of the February 15, 2024 regular meeting were read. David moved to approve, and Stephen seconded approval of the Minutes. The motion passed unanimously.

General fund expense checks were approved for March 2024 in the amount of \$50,658.35. Checks written from the Systems Development Fund totaled \$31,207.64 for March to Consor North America for \$4,028.95 and \$5,215.00 and Industrial Systems Inc. for \$21,963.69. Attached is a list of the checks written. We have been billed in full for our legal counsel's review of the Portland Water Bureau contract. Industrial Systems Inc. billing is related to SCADA system work.

The general ledger and financial statements for February 2024 were reviewed.

The audited financial statements and report for the year ended June 30, 2023 were included in the packet. Stephen moved to approve, and Laura seconded approval. The motion passed with Maya and Carrie abstaining since they were not on the board until after that fiscal year ended.

The Portland Water Bureau contract was emailed out to the board prior to the meeting and revisions for our comments at last month's meeting were noted. Laura moved to approve, and Stephen seconded approval of the contract. The motion passed unanimously.

The Flash Alert System used by most Portland school systems was discussed as an affordable public notification tool. The Riverdale School District Superintendent is also willing to post any PHWD notices relating to boil water alerts on their site since there is overlap with our constituents.

The Spring Mailer will include a reminder to provide contact information on the District's website so that communications from the District can be received especially in the event an emergency or observed water leakage, information about how to handle turning on outdoor sprinkler systems post-winter season, and a reminder about backflow inspections.

Matt updated on the status of returns from the customer survey mailer required as part of the Lead & Copper inventory of customer-side service lines. We have received 10 more responses in the second round bringing the total to around 70 responses received. He is still on schedule to meet with them on April 4th to discuss the statistical analysis to determine the number of physical services needed to check to comply with the requirement. October is the completion deadline.

DISTRICT UPDATE:

Ron reported that things have been relatively quiet compared to last month. Ron reported a concern about a water leak reported by a neighbor, and we do not have current contact information for the property owner. The Board discussed how to address turning off a service to a property when an unaddressed leak is occurring during the homeowner's absence, and current contact information has not been provided to the District. The board agreed that it is prudent in this specific case to turn off the water service, Dee will contact Riverdale Dunthorpe Patrol since they manage the property, and Laura will contact their realtor since the property is listed for sale. Dee will follow up with our insurance company regarding liability and coverage for circumstances when the District needs to turn off a customer's water to avoid loss of water and we will work on developing a policy for communication to the public.

Brian will email the annual notice of System Development Cost (SDC) to the board after the meeting. The SDC increased from \$14,072 to \$14,452. There were permit and/or development interest notices given as follows: The school has applied for a conditional use permit to expand enrollment with no impact to the District, a permit for a new home on 10919 S Aventine and a partition application to 11385 S Riverwood Rd for an additional service. All items have been responded to or are still under review. Obtaining bids for the improvement at Military and Breyman repaving project and miscellaneous hydrant and small diameter piping replacements are in process for this spring so they can go into the next budget cycle.

The upcoming budget meeting is set for May 7th and Maya would like recommendations for budget committee membership. Maya has reserved the grade school's curriculum room for the meeting. Leslie volunteered to be on the committee this year.

The meeting adjourned at 9:56 A.M. and the next meeting is scheduled for April 18, 2024 at 9:00 A.M.

APPROVED:

Commissioner

Commissioner