

**Lake Grove Water District  
Minutes of Regular Board Meeting  
March 20, 2023**

The meeting of the Lake Grove Water District Board of Commissioners was called to order at 6:01 p.m. at the Celebrate Conference Center 15555 Bangy Rd. Lake Oswego, OR 97035 and chaired by Dan Taylor.

Present in person: JD Pavek, Tammy Schalk, Bruce Goldson, and Paul Howard.

Present via phone call: Larry Kitchen, Virgil Pearce, Dennis Koellermeier, Clark Balfour, and Silas Olson.

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**1. PUBLIC COMMENT:** None

**2. AGENDA APPROVAL:** JD Pavek made a motion to approve the agenda. Dan Taylor seconded the motion. A vote was called. In favor: All.

**3. CONSENT AGENDA:** JD Pavek made a motion to approve the February 20, 2023, Board meeting minutes. Virgil Pearce seconded the motion. A vote was called. In favor: All. JD Pavek made a motion to approve the February 2023, financials. Virgil Pearce seconded the motion. A vote was called. In favor: All. JD Pavek made a motion to approve the February 2023 accounts payable. Dan Taylor seconded the motion. A vote was called. In favor: All.

**4. OLD BUSINESS:** Mark Fitkin update:

Larry Kitchen met with Mark Fitkin to inform him that the Board has not made a decision on changing the rates for the fire lines. The Board will be reviewing the current rates before the next budget season.

Topic will be discussed again at the next Board meeting.

**5. DEPARTMENTS:**

**COMMISSIONERS:** Larry Kitchen informed everyone that the LGWD customer who was interested in the vacant Commissioners position last month has decided not to apply for the position. Dan Taylor will be working with the District Manager in trying to reach out to the political offices and letting them know about the Lake Grove Water District.

**OFFICE:** The District Manager reminded the Board members that the first budget meeting will be on April 17, 2023 at 5:15 pm before the regular Board meeting. The District Manager also discussed the current office lease will be expiring October 31, 2023. The current space lease will increase. Other possible smaller office spaces were viewed. It was suggested to stay and renew the lease. A total cost of the moving expenses will be submitted for discussion at the next Board meeting. The current cost of the meeting space will also increase in July 2023.

**FIELD OPERATOR:** The annual fire hydrant flushing is scheduled for April 10-14, 2023. There was a break on Boones Ferry earlier in the month. Silas Olson discussed the summer interruptible water purchase for June 2023.

**ENGINEER:** Current updates on the following projects:

***Shorenstein: (5600 Meadows):*** The taps and water meter installation have been completed. The fire line has been extended.

**Fire hydrant replacement at Waluga and Firwood** is pending. Total cost by Lake Oswego is on hold until Lake Oswego provides authorization to proceed.

**Leaks**

- A. Leak was detected on the service line at Bryant near Upper Dr. is still being evaluated.
- B. There was a break and temporary repair on Boones Ferry Rd. near Sunset Crossing. Permanent repair will be scheduled as soon as the coordination of other utility companies who need to be involved have been contacted.

**16607 & 16667 Boones Ferry** have been approved by DRC construction. Nothing has been scheduled yet.

**Preliminary plans for hydrant replacement 2023** have been submitted to Hiland Corporation.

**Preliminary plans for the abandonment of the 12-inch line on Carman** has been submitted.

**Future land developments that are still pending:**

- a. Summer Woods/Washington Ct. A 3-lot partition received an incomplete notice from the city and will require an extension of the District main line.
- b. There is a three-lot on Babson and Washington Ct. has been approved for development.
- c. There is a potential development on Seville and Astor.

**Habitat for Humanity:** The removal of the existing service should be at the cost of the developer. Bruce will contact the City and the contractors.


**5. EXECUTIVE SESSION:** 7:12 pm – Recess regular meeting and convene

*Executive Session under ORS 192.660 (2) (f) to consider information or records that are exempt by law from public inspection (ORS 192.355 (9) (a) and ORS 40.225)*

The executive session was adjourned at 7:50 pm and the regular meeting resumed at that time.

**7. Meeting adjourned at 7:52 pm**

 4/14/2023  
Commissioner, Chair      Date

 4/17/2023  
Commissioner      Date