

**Lake Grove Water District
Minutes of Regular Board Meeting
December 18, 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: Larry Kitchen, JD Pavek, Bruce Goldson, Paul Howard, Tammy Schalk, and Mark Fitkin. Virgil Pearce, called in.

1. **PUBLIC COMMENT:** Mark Fitkin is asking the Board again to reconsider the yearly charges for the fire lines that he will be facing.
2. **AGENDA APPROVAL:** Larry Kitchen made a motion to approve the agenda. JD Pavek seconded the motion. A vote was called. In favor: All.
3. **CONSENT AGENDA:** Larry Kitchen made a motion to approve the November 20, 2023, Board meeting minutes. JD Pavek seconded the motion. Steve Koper: Abstained. A vote was called. In favor: All. Larry Kitchen made a motion to approve the November 2023 financials. JD Pavek seconded the motion. A vote was called. In favor: All. Larry Kitchen made a motion to approve the November 2023 accounts payable. JD Pavek seconded the motion. A vote was called. In favor: All.
4. **NEW BUSINESS: Regional Water Provider Consortium:** It was recommended that the Board consider becoming members of the RWPC. Larry Kitchen made a motion for the District Manager to write a statement/application to the organization explaining why LGWD should become members and present it to the Board at the January 2024 Board meeting. JD Pavek seconded the motion. A vote was called. In favor: All. The Board will decide then. The Mark Fitkin discussion continued here. Further options will be discussed at a later date to determine whether the current fire line rates should stay the same, try to compromise an adjustment for the monthly demand rate and postpone raising the water rates next year to see if the results will level out. Dan Taylor recommended that our overall rates including fire lines should be reviewed for next year's budget.

5. DEPARTMENTS:

COMMISSIONERS: None

OFFICE: The District manager reported that the District office now has an opportunity to stay longer at the current location due to a new sales transaction with the Landlord. The District's IT Consultant will be attending the Board meeting in January to discuss Cyber Security and a possible option of a .gov domain for the District. All four Commissioners have been registered for the SDAO conference at Seaside in February 2024. The January Board meeting is scheduled for Tuesday, the 16th due to the holiday on Monday. The subcommittee meeting is scheduled for Tuesday, December 19th at 2:00 pm at the District office.

FIELD OPERATOR: All hydrant replacements have been completed and there is only one sample station to be installed in the next few weeks. 239 more meters have been assessed for the lead and copper inventory. Paul recommended that the District to invest in a leak listening device. Paul will work with the District Manager on a proposal to submit to the Board for a leak listening device.

ENGINEER: Current updates on the following projects:

Leaks:

Bryant and Upper Drive – A drafted agreement between the owner and LGWD was submitted for legal counsel to review.

16607 & 16667 Boones Ferry: Plans have been returned with redlines from the City. No response from from the developer yet.

Future land developments that are still pending:

- a. Summer Woods/Washington Ct. (6224 Washington Ct.) City review of construction plans is in progress. The easement documents have been sent to the property owner, but they have not returned it to LGWD yet. Renaissance homes may build the homes and are requesting some changes in the lots.
- b. 5918 Seville – Meter size has been determined but scheduling for installation of new service is still pending.
- c. 16472 Bonaire – Completed and review has been sent to the owner. A schedule has not been determined yet.
- d. 5337 Bonita – The house plans have been received. A new service plan has been discussed with the builder.
- e. Work is in progress with the Fitkin property for a meter and fire connection.


6. EXECUTIVE SESSION: 7:11 pm – Recess regular meeting and convene executive session under “ORS 192.660 (2) (i) to review and evaluate the employment related performance of the chief executive officer of any public body, public officer, employee, or staff member who does not request an open hearing.

The executive session was adjourned at 7:31 pm., and the regular meeting resumed at that time.

Larry Kitchen made a motion to increase the District Manager’s salary by 7% retroactive July 1, 2023. Dan Taylor seconded the motion. A vote was called. In favor: All. Larry Kitchen made a motion to increase the Wage/Salary range for the District Manager to a maximum of \$121,000 annually. Dan Taylor seconded the Motion. A vote was called. All in favor: All.

7. Meeting adjourned at 7:33 pm


Commissioner Chair Date 11/15/2024


Commissioner Date 11/14/2024