

**Lake Grove Water District  
Minutes of Regular Board Meeting  
December 16, 2024**

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: Tammy Schalk, Bruce Goldson, Larry Kitchen, and Edward Hodges. By phone: Virgil Pearce

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1. **PUBLIC COMMENT:** None
2. **AGENDA APPROVAL:** Larry Kitchen made a motion to approve the agenda. Dan Taylor seconded the motion. A vote was called. In favor: All.
3. **CONSENT AGENDA:** Larry Kitchen made a motion to approve November 18, 2024, Board meeting minutes. Dan Taylor seconded the motion. A vote was called. In favor: All. Larry Kitchen made a motion to approve the November 2024 financials. Dan Taylor seconded the motion. A vote was called. In favor: All. Larry Kitchen made a motion to approve the November 2024 accounts payable. Dan Taylor seconded the motion. A vote was called. In favor: All.
4. **OLD BUSINESS:** The City of Lake Oswego contract is not available.
5. **DEPARTMENTS:**

**COMMISSIONERS:** Larry Kitchen raised comments that came in from the neighborhood platform about the emergency contact number not being on the website due to the Kimball Street water main break. The District Manager reported that changes have been implemented to the website since then, to include the reporting phone number to call of any emergency and water outages. The water alert notification has also been revised on the homepage.

**OFFICE:** The District Manager is still awaiting for the proposal from Hiland Water Corporation for the upgrading of the SCADA.

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

**Washington Ct.** (6244 Washinton Ct.) Renaissance homes purchased meter boxes. The meter boxes still need to be set and sized.

**Carman Dr. Water Improvements** – Termination of the 12-inch valve and the release of the 5% retainage remains until the project is complete.

**Chick-fil-A:** The construction work is underway. The request for the fire line meter is still pending.

**Sunset Commons** (16607 Boones Ferry) – This is still in the design phase; nothing has changed or has been scheduled yet.

**5337 Bonita** – New service and termination of existing service is still pending. The meter has been sized for the new house. Nothing Scheduled yet.

**5342 Bonita** – The existing house was removed. A new home has been built. The developer was advised of LGWD requirements. Nothing scheduled yet.

**5751 Washington Court** – This is a partition. The owner has been contacted. The house is currently vacant, and the water is shut off. The builder will schedule taps on January 6, 2025.

**6122 Carman Drive** – (Pole Barn House) The meter has been sized, and nothing has been scheduled for the new service.

**4375 Oakridge** –The existing house has been removed. The builder has been advised of LGWD requirements.

**16085 Inverurie Road (Woodlands Estates)** – This is a 4-lot subdivision. The firm was contacted and the LGWD extension plan was received.

**Baleine and Inverurie** – A service partition is developing.

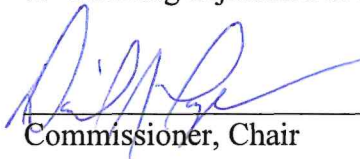
**5. EXECUTIVE SESSION:**


6:31 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 6:43 pm., and the regular meeting resumed at that time.

Larry Kitchen made a motion to increase the District Manager’s salary by 8% retroactive July 1, 2024. 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 with a new resolution for the January 2025 Board meeting. Dan Taylor seconded the motion. A vote was called. All in favor: All.

7. Meeting adjourned at 6:45 pm.

  
Commissioner, Chair      1/21/25  
Date

  
Commissioner      1/21/2025  
Date