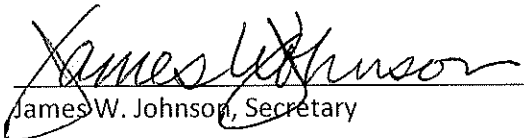


**Rivergrove Water District
Board of Commissioners Regular Meeting Minutes
Monday, August 23, 2021**

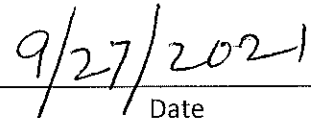
A regular meeting of the Board of Commissioners was held this day via remote teleconference at 17661 Pilkington Road. Chair Roth presided over the meeting and other attendees included: Commissioners Johnson, Magura, Patterson, and Howell and General Manager Janine Casey.

1. **Call to Order:** The meeting was called to order at 7:35 a.m.
2. **Public Forum:** No public attended.
3. **Review and Approval of Minutes:** The meeting minutes of July 26, 2021 were presented and approved by a motion from *Commissioner Johnson, seconded by Commissioner Magura, and passed by a unanimous vote.*
4. **Monthly District Report:** See attached.
5. **Unfinished Business:** Commissioners submitted their Board priorities for fiscal year 2021-2022. The priorities will be consolidated, discussed, and prioritized at the September meeting.
6. **New Business:** The Risk & Assessment Category and Threat Asset Pairs data was distributed to Board members that did not get an opportunity to review the data when initially presented by RH2.
7. **Adjournment:** The meeting was adjourned at 8:20 a.m.

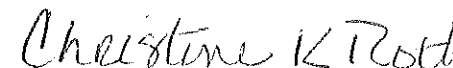
The next meeting will be held on Monday, September 27, 2021 at 7:30 a.m. via remote teleconference.




James W. Johnson, Secretary



Date



Christine K. Roth, Chair



Date



MONTHLY BOARD REPORT

August 2021

Reservoir 3 Project

- We are nearing the finish line and Emery is completing items from the punch list which must be completed by 9/1 (See attached list)
 - o Paving, fencing, and landscaping are the major items left; no problems are anticipated
 - o With the cooler nights approaching, hydroseeding will be done when the fence is complete
- EPA visit on 9/22 for compliance requirements for AIS has been changed to a virtual site visit

Water Operations

- **Backflow Program**
 - o The office has been inundated with calls from customers requesting installation and testing referrals
 - Customers are angry due to the expenses they have incurred and price gouging
 - We are providing backflows to customers as needed and performing site visits to addresses where the irrigation system has been abandoned
 - o Annual inspections are due September 30, 2021
 - o Current District statistics are as follows:
 - Total number customer backflows: 602 (based on survey)
 - Current percent tested: 33%
 - Total Connections Passed: 182
 - Total Connections Failed: 14
- **Water System Survey (Inspection)**
 - o After weeks of preparation, we are ready for the survey; OHA has suspended survey dates due to the current health crisis facing the country
- **Water Management and Conservation Plan (WMCP)**
 - o District and RH2 personnel are working on the WMCP plan; good progress has been made and we are on-track to submit the plan by October 23, 2021
- **Production vs Consumption Report**
 - o Unmetered water loss dropped 9% from June to August
 - This loss is consistent with the June billing cycle which is good and bad
 - The upcoming report in October will lead us in the direction we take for future leak detection
 - o The history for unmetered water loss for the District is as follows:

YEAR	CONSUMPTION (HCF)	PRODUCTION (HCF)	UFW (HCF)	UFW (%)
2017	154,486	192,305	37,819	19.67%
2018	166,837	203,490	36,653	18.01%
2019	160,129	190,450	30,321	15.92%
2020	158,524	221,968	63,444	28.58%
2021	64,214	71,926	7,712	10.72%

- **On Call Duty Log**
 - o There were no callouts for the month of August

Finance/Administrative/ HR

- **August Billing**
 - o Revenue charges: \$238,611
 - o Water usage: 52,094 cubic units
- **Delinquency Rate**
 - o Outstanding delinquent accounts: 58
 - o Current delinquency rate: 4%
- **COVID-19 Policy**
 - o Reinstated mandatory mask requirement for all employees
- **Employee Training**
 - o **Completed:**
 - Water Operator Distribution Level 1 (Bruce)
 - Budgeting Strategies for Future Capital Improvement Projects (Janine)
 - o **Upcoming:**
 - Water Distribution Basics (Janine)
 - Leak Detection – What You Don't Know Can Hurt You (Janine)