

**Rivergrove Water District
Board of Commissioners Regular Meeting Minutes
Monday, March 27, 2023**

A regular meeting of the Board of Commissioners was held this day at 17661 Pilkington Road, Lake Oswego. Chair Roth presided over the meeting and other attendees included: Commissioners Magura, Johnson, Patterson, and Howell. The General Manager was also in attendance.

1. **Call to Order:** The meeting was called to order at 4:30 p.m.
2. **Public Comment:** Public attendees included Mr. Allen Patterson. Mr. Patterson provided comment regarding a response he received from the District to a public records request he made in December 2022 which was mailed using first class tracking at a cost of \$9.90.
3. **Review and Approval of Minutes:** The February 27, 2023 Board meeting minutes were approved by a motion from *Commissioner Magura, seconded by Commissioner Howell, and passed by unanimous vote.*
4. **Monthly District Report:** See attached.
5. **Unfinished Business:** The Board reviewed individual questions submitted by Chair Roth and Commissioner Howell, which will be submitted to the District's legal representative, Ms. Laura Westmeyer, Esq., from Cable Huston, for her review and response. These will be discussed at the next Board meeting along with changes Ms. Westmeyer has recommended to the Board Policy Handbook and the newly proposed section of board relations.
6. **New Business:**
 - a. A revised Employee Pay Scale for 2023 was approved by a motion from *Commissioner Howell, seconded by Commissioner Magura, and passed by unanimous vote.*
 - b. An Employee Recognition Program was introduced for District employees with an annual budget limit of \$1,000. After discussion, the program was approved effective July 1, 2023 by a motion from *Commissioner Magura, seconded by Commissioner Patterson, and passed by unanimous vote.*
7. **Chair Report:** Chair Roth stressed the importance of complying with Oregon statutes for responding to public record requests. The General Manager presented a training aide to the Board and discussed the specific program and process implemented for the District four years ago.
8. **Adjournment:** The meeting was adjourned at 5:26 p.m. The next regular meeting will be held on Monday, April 24, 2023 at 4:30 p.m.




James W. Johnson, Secretary



Date



Christine K. Roth, Chair



Date