

RAINS CREEK WATER DISTRICT
Board of Directors Regular Meeting

MINUTES

Board of Directors Meeting
January 17, 2024
Cloverdale Library

BOARD MEMBERS PRESENT

Alison Whipple – President
Paula Jorgensen – Vice President
Randy Luginbill – Director (Zoom)
Matthew Messenger - Director
Wanda Winkler, Director

BOARD MEMBERS ABSENT:

None

OTHERS IN ATTENDANCE:

Victoria Mwangi, District Administrator
Cheryl Machado Williams, VM Acctg Staff
Stephanie Voet, RRU Asst Mgr.

The meeting of the Board of Directors called to order at 5:34PM on January 17, 2024, by Board President, Alison Whipple at Cloverdale Regional Library.

PUBLIC COMMENTS/CORRESPONDENCE:

Ms. Williams reminded board members to complete the Conflict-of-Interest Form 700 which is due April 2, 2024.

ADMINISTRATION

Agenda: After correcting the date for the next board meeting to March 20, 2024, Wanda Winkler moved, Paula Jorgensen seconded, and all approved the amended agenda.

Minutes: On motion by Matthew Messenger and second by Paula Jorgensen, the amended minutes were unanimously approved.

Warrants Register No.6: \$18,655.43- On motion by Matthew Messenger and second by Wanda Winkler, the warrants were unanimously approved. The board discussed certain vendors and services/goods provided.

Income & Expense Report: Ms. Mwangi reported that water sales are down as expected. Certain expense items exceed budget: Office Expense higher due to multiple mail outs to customers regarding the rate increase; and Dues & Subscription due to news fees incurred in the current year. Overall, year to date, expenses exceed revenues by a small percentage.

NEW BUSINESS

Draft Water Leak Policy – changes to the draft were discussed and an updated version will be presented at the next meeting.

Director Whipple reported that a Technical Assistance Request form was submitted to RCAC for Drinking Water State Revolving Fund (DWSRF) funding assistance.

OPERATIONS REPORT

Ms. Voet reported that a leak at the pump station was repaired, and the water system is running smoothly.

There being no further business, the meeting adjourned at 6.27PM on motion by Matthew Messenger and second by Paula Jorgensen.

NEXT AGENDA

- 1. RCAC loan update
- 2. Leak Policy
- 3. Form 700

Respectfully submitted,

Vicky Mwangi

APPROVED:

Alison Whipple: _____

Paula Jorgensen: _____

Randy Luginbill: _____

Matthew Messenger: _____

Wanda Winkler: _____