

**QUINCY WATER ASSOCIATION  
BOARD MEETING MINUTES**

May 14, 2014 Board Meeting

Linda Hooper called the meeting to order at 4:01 PM at the PUD.

**Board members present:**

Linda Hooper, Jim Malisch, Kim Bunnell, Debbie Greeley  
Shareholders present: Braden Leaver, Carol Brandt

**Minutes** – April 2014 Minutes approved. Approved minutes go to Jim for archives.

Financials approved as presented. Jim discussed separating late fees and pass-through fees. Currently they are being added together. Quarterly payment due in June. Jim is working with Silas to get the Hiland numbers to tally with his balance sheet.

Attorney fee – discussion on whether to pay bill and leave retainer or use retainer to pay bill. Motion made to use the retainer to pay the bill. Motion approved (4-0)

**Maintenance Report** – no major concerns this month. Routine maintenance performed.

**Old Business:**

Status of Priorities Projects and Maintenance –

1. System Pressure Study – PR Vaults at Stewart Creek and Quincy Mayger/Ilmari (our 1 and 2 priority) are included in the study. The study is complete and we received the preliminary report from Hiland. Zach is planning on setting up a presentation for the board and will send out presentation materials prior to that date so we can print them out to go over with him. We decided that May 28<sup>th</sup> would be the best for us. Jim will check to see if the PUD would be available. We set the time for 4:00 PM. Debbie will send an email to Zach to confirm the time. We want to find out the cost of fixing the vaults separately.
2. Test of well 2A – Jim is having discussions with Hiland regarding the particulars of doing the testing and setting up the criteria. He will continue to work toward scheduling. We want to schedule by June. Jim will check his dates.
3. Fire Hydrants – Kim sent out notification to property owners who are near the fire hydrants we plan to remove. Debbie will contact Hiland for a time frame to schedule the removal of the hydrants (especially at Collins) and request the cost of removal, fixing, and reinstalling on Rutters Rd.
4. Hermo Road Protection Barrier – Debbie will contact Mike Seely to find a timeline to get the barriers in place and the reflectors installed.
5. Hermo Road – Debbie will send out the letter asking that QWA be updated on Hermo Road improvements.
6. Valve locating – no discussion

**New Business:**

Phone log –

Misc accounts were discussed

Annual Consumer Confidence Report (CCR) needs to go to the members in June. There was discussion on who sends the report to the members and when the mailing is going out. Need to find out if Hiland sends report to DHS/OHA.

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The board discussed unlocking meters after turn-off and possible alternatives. As a result, the possibility of raising fees for members who want a meter turned on immediately from \$30 to \$150. Debbie will contact Hiland to find out what the cost would be for Hiland to make an immediate trip to turn on the water. We will look at action to charge that higher fee.

The board discussed leak notification. The general consensus was that notification is a courtesy.

A motion was made to give Jack Hendrickson leak forgiveness. Motion was approved (3-1).

Curtis Olilla was discussed. After several attempts by Jim by phone, mail, and registered mail – all of which have failed, the board decided to terminate his membership. His membership certificate will be purchased by the association for money due. A motion was made to purchase the share for the amount of \$614.01. Motion approved (4-0)

Protecting QWA Interests – Action Items

1. Many action items have been completed.
2. “Fair value” is the term that will be used in the Bylaws and Articles – as needed.
3. Membership/Ownership criteria – The board discussed the need for a list of members who may not qualify as members so we can justify their qualifications. The focus of the action items is to keep the intent for the reason that QWA was established. The discussion centered around prohibiting the use of our water used for commercial/industrial processing.
4. Still need to discuss possible rate structure categories – i.e. Members, non-members, commercial, community organizations (the Grange, churches) and determine pricing
5. The board discussed the Columbia County Zoning Ordinance in the bylaws. No action was taken.
6. Rewriting the bylaws and articles – the board set up a working session to go over possible changes to the bylaws, articles, and certificate wording. Working session was set up for May 27<sup>th</sup> at 9:00 AM at Jim’s house.
7. The board added the water users’ agreement to the action items.

The board discussed the contract with Hiland and possible changes we could make. Suggestion was made that since QWA does not need to flush twice a year, that we replace the flushing with valve exercising in our contract. This does not include the initial valve locating. We would also like to include lubrication of hydrants during flushing. Debbie will contact Hiland regarding these changes. We would need an addendum to the contract to sign.

There was discussion on what to do about a missing board member. Jim agreed to make phone contact.

Checks were signed.

Regular meeting adjourned 5:45 PM.

Transcribed and submitted by Debbie Greeley