

**QUINCY WATER ASSOCIATION
BOARD MEETING MINUTES**

November 12, 2014 Board Meeting

Linda Hooper called the meeting to order at 3:53 PM at the PUD.

Board members present:

Linda Hooper, Jim Malisch, Kim Bunnell, Debbie Greeley

Members present: Eric Griffith

Minutes – October Minutes approved as presented.

Financials approved as presented.

Maintenance Report –

Hiland completed installation of the PP Pump and greased the hydrants.

The water usage report was reviewed. There is an anomaly on the Usage and Loss Report (June 2013). Debbie will have Hiland start the report in July 2013. She will also check with Hiland whether the in-line meter on Hermo Road is part of the usage numbers.

There was an alarm at the well and Hiland called to see if the power went out. There was a power outage and the VFD re-set itself. The phone number to check on the well is 503-728-0404, select 5 and listen.

Old Business:

Maintenance items -

Project Maintenance Items –

1. Test of Well 2A – The PP pump is repaired and installed. Jim has been in contact with ATEC. If the PP (Potassium permanganate) is not correct it will cause problems with the filter. The PP prevents the silica from adhering to the fibers in the filter. Since ATEC has not yet done the training for the filtration system, Jim will set up a time for training with Hiland employees and board members. Training cost is \$800, but Jim will try to negotiate the price. A motion was made and approved for Jim to arrange for training and to negotiate cost (with \$800 limit). (4-0) Kim, Jim are expected to attend as well.
2. Hermo Road project – There has been discussion about the Hermo Rd project. Debbie was unable to find out if there is any new information or if there are any firm plans for Hermo Road.

Jim has asked Silas to weatherize the well.

The board met at Hump's Restaurant with Steve Shirak to discuss what the Fire Dept is planning for the Quincy Station. Steve took our contact information to let us know if they use water from the hydrants or if there is an incident in our area. The board feels confident that QWA concerns were covered. Jim will make sure that Steve is provided all hydrant information.

Chet Scott approached the board in October about maintenance on the access easement for the Ilmari site. The gravel was delivered and the board is waiting for Mr. Scott to submit his bill so Jim can pay it.

QWA governing documents – The board discussed the documents returned by the attorney. Linda will set up a conference call with the attorney to discuss the issues.

- Water user's agreement – change "rate" to "charge"; on last page – "signature is also required on page 4"; need to decide how member is to sign – since this document only needs board approval, it does not have to go back to the attorney.
- Articles of Incorporation – some of the markings are in question and need to be clarified; Article V needs the wording clarified; Article VIII has typo "direct" to "director" and clarify wording (remove the word "to"); Article VI, Section 4 pleased with wording. Need to send back to the attorney for correction.

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- Letter from attorney – verifying QWA non-profit status – wants to be sure we stay tax exempt 501 (c) (12) requires us to have 85% income to be from water sales to members. (Jim will verify with CPA)
- Bylaws – Membership Fee, Installation of a New Service – need to decide how to deal with additional connections for a current member; need to address Membership fee, connection fee, installation fee; changing the name of the “membership certificate” to something else; recall of a board member needs to be revisited – reference should be “director, not officer” – vote for a new director after recall needs to be re-established; need to define secretary/treasurer separately.
- The board wants to ask the attorney if it is legal for the Association to remove service from a repossessed house and if we are obligated to keep it in reserve if we plan to stay under 149 members.
- The board members plan to go through scenarios to see how the bylaws meet those requests.
- Strategy – Board will set up a panel of members and invite them to provide feedback to the board.

New Business:

Past due –

- Account #1528 is more than 120 days overdue – Jim sent a letter but has been no response. The last payment was June 18, 2014. A motion was made and approved to notify Leslie Pugh that the board will vote at the December board meeting to terminate membership if payment in full is not received by December 1, 2014. (4-0)
- Account #1555 is a renter – they may have moved.
- Account #1488 is an estate
- Account #1493 is an estate

Phone log –

Nothing of note.

Hogan Bays contacted QWA to talk about the Ilmari well site. The board voted earlier this year to notify the monastery that we were planning on putting the property up for sale. After the pressure study, the board put the plan to sell the site on hold until a decision was made on how to address the pressure issue. The board agreed that Linda could meet with him to find out his concerns and interests.

Braden Lever resigned from the QWA board. A motion was made and approved for Chuck Leavy to fill the unexpired term of Braden Lever until March 2015. (4-0) Debbie will send Chuck’s email address to the board. The board agreed to not redo the signature card at the bank. Kim will notify Chuck with the ATEC training information.

Le’s Income Tax Service will no longer do our financial review or our annual taxes (IRS form 990). Debbie will contact Windy Ridge Accounting to see if she is interested. Jim will contact Cynthia in Westport about doing the 990’s.

Meeting adjourned at 6:07 PM.

Transcribed and submitted by Debbie Greeley