

***QUINCY WATER ASSOCIATION, INC.***  
**Board Meeting Minutes**  
**October 12, 2012**

President John Moore called the board meeting to order at 6:35 pm at the Quincy Grange. Other board members present were Debbie Greeley, Jim Malisch, Mike Seely, and Jim Carver. The only shareholder present was Lester Pugh. Others present were employee, Sharon Hicks, maintenance contractor, Calven Shulda, and renters Eric Griffith and Mark Messenger

**Minutes:**

The minutes from the previous board meeting, August 9, 2012 were read. Debbie Greeley made a motion to approve the minutes, and Jim Carver seconded the motion. All approved the motion. There was no board meeting held in September 2012.

**Financial Reports:**

Jim Malisch presented the financial report for the month of September 2012. Mike Seely made a motion to accept the financial report and Jim Carver seconded the motion. All approved the motion.

**Maintenance Report:**

Calven Shulda reported that installation of the second service meter for the Lester Pugh property on Quincy Mayger Road had been completed. He also reported that a leak at the Whitaker service line on Hermo Road had been repaired. The main line was re-tapped and a replacement service line installed with a two-inch casing on the shoulder. The costs for both jobs were higher than expected. The association also paid the cost of the flaggers provided by the employment agency. Calven presented the results of the annual water test.

**Old Business:**

Jim Malisch reported on the progress of the water improvement project. The well pump and pipe are in place in the new well, all yard piping is in installed including the meter bypass, and the PUD has installed a new underground service connection to our meter. The new water filter is on site along with most of the other components. Jim reported that the shutdown to install the meter bypass went very well and was completed in just over three hours. Jim noted that Calven was a big help in this effort thanks to borrowing an angled piping connection from the city. Cascade Water Works, the general contractor, has submitted the first progress payment invoice for their work.

**New Business:**

Lester Pugh was granted leak forgiveness for a large leak on his property during the month of July. He will receive a credit to his account for half of the excess water charges according to the Leak Forgiveness Policy. Late fees will be waived and he will have three months to pay his half of the excess water.

Mark Messenger, renter of the Howard Remick property, complained to the board that for three months water bills had not been sent to the business address he had provided to the association. In discussion, he was told that no late fees had been charged. He asked for extra time to bring his account up to date because he had not been receiving them. Mike Seely made a motion and Jim Carver seconded the motion to allow four months to pay the past due amount with no late fees. He must pay the monthly water bill in addition to the past amount.

Jim Malisch reported that the account information in the RVS billing software for the second water meter just installed on the Lester Pugh property incorrectly showed the owner as Rick Hicks. Sharon Hicks was asked to correct the information to show Lester Pugh as owner and Rick Hicks as the renter.

Jim Malisch reported that in September, IFA had conducted an audit of the association's bookkeeping and practices. They also performed a review of management of the water improvement project. The report said "The review indicates that the project is being administered in compliance with the contract, will be completed in a timely fashion, and will fulfill the objectives stated in the contract."

Jim Malisch told the board that several of the letters sent to the shareholders and renters about the construction water outage were returned. Debbie is investigating and will get together with Sharon to update the address list.

Mike Seely asked the board for permission to use extra water for his Peppermint candy business. The board discussed the issue at length. There was concern that the business did not meet the intention of the association's bylaws, which defined a member as in need of water for domestic use. It was decided by consensus that the request did meet the intent of selling extra water. It was agreed that that and permission to purchase extra water would be temporary. Debbie Greeley made a motion to sell additional water in addition to the residential use as extra cubic footage, temporarily until such time that bylaws and articles can be modified to define commercial users. Jim Carver seconded the motion, and all approved the motion.

After Jim Malisch pointed out that because of the muddy conditions, the general contractor at the well site has proposed that they issue a change order for additional work to re-rock the site after digging is done. Mike Seely made a motion to get a quote in writing from the contractor doing the backhoe work for installing rock and for work to begin immediately. Jim Carver seconded motion, and all approved the motion.

The board meeting was adjourned at 7:40 PM to a work session of the board.

Transcribed by Sharon Hicks, edited by Jim Malisch

Respectfully submitted, Jim Malisch, Secretary-Treasurer of the board.