

QUINCY WATER ASSOCIATION
Board Meeting Minutes
April 11, 2013

President Linda Hooper called the board meeting to order at 6:35 PM at the Quincy Grange. Other board members present were Jim Malisch, Debbie Greeley, and Mike Seely. Tom Williams did not attend the meeting. Others present at the meeting were employee, Sharon Hicks and shareholders Cheryl Malisch, Tamara Blackford, and Martin Greeley.

Minutes:

The board members reviewed the minutes from the March 14, 2013 board meeting. They approved the meeting minutes as written.

Financial Report:

Jim Malisch presented the financial report for the month of March 2013. Jim told the board that on April 10, 2013, he transferred \$20,000 from the general checking account into the money market account. The board members approved the financial report as presented.

Maintenance Report:

Calven Shulda did not attend the meeting to present a maintenance report. Jim Malisch told the board that Calven had repaired a break in the two-inch water main on Ilmari road near the Jeff Skirvin residence. Jim read a letter from Calven Shulda informing the association that his company, Water SOS, was terminating the contract to provide maintenance services to the association. The termination is effective May 31, 2013.

Debbie Greeley pointed out that when she attempted to inform Ilmari Road shareholders of the outage, the contact phone numbers were not valid. The board agreed that the association needed to have updated contact information and phone numbers. Debbie will put together a letter to the shareholders asking for updated contact information. Sharon Hicks will put a note on the bills requesting updated information and informing shareholder of the information change form available on the Quincy Water website.

Old Business:

Jim Malisch presented a progress report on the status of the upgrade project. He told the board that he has received the final As-Built drawings, and said that the paperwork to finalize the water rights had been submitted to the Oregon Water Resources Department, (OWRD). The OWRD responded with a letter stating that we could expect the process to take from two to four years unless we paid an expediting fee. There was discussion regarding obtaining separate water rights for each well.

The board briefly discussed the need to refurbish the old well (2A) in order to make it function as an alternate supply to the new filtration system. The board agreed to develop a plan to refurbish the well this year using association funds.

Linda Hooper reported that the waivers of remonstrance documents are ready for Ty Birdwell to sign. She also is working on completing the sale of association property to the Monastery. Jim Malisch told the board that the bylaws had been updated to reflect the changes voted into place at the annual meeting, and that he and John Moore signed the revised document.

New Business:

The board discussed the need to find a replacement maintenance person. They decided to start with finding a person to conduct water testing. The Oregon Health Authority, (OHA) requires that a water tester needs to certification, in order to perform this duty, and they recommend that the association have several qualified people identified. The course is a six-hour certification course that is available over the internet. Tamera Blackford volunteered to take the course. Linda Hooper also designated Tom Williams to take the course.

The board decided to hold a working session in order to put together a list of duties for the maintenance position. They agreed to meet at Fultano's Pizza at 10:00 AM on April 24, 2013. Jim Malisch volunteered to contact the Oregon Association of Water Utilities to get their assistance with this task.

The board briefly discussed selling the Ilmari Road property sometime in the future.

Debbie Greeley, who is leading the water user's agreement committee asked for feedback from the committee members before the document presentation at the next board meeting.

Cheryll Malisch told the board that she was updating the web site and found that the association's hardship policy criteria to qualify had changed. She updated the criteria table and suggested the board should review the policy as it had been since 2009 and that we were not following our current policy as written. The board voted to assign Debbie Greeley to review the policy.

The bylaw change in March allows the board to change the late fee. After discussion, the board voted to change the fee to a flat fee charge of \$10.00 for any balance past due at the end of the month. The change is to become effective beginning with the next billing in May 2013.

The board meeting adjourned at 7:47 PM

Transcribed by Sharon Hicks, edited by Jim Malisch

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