

**QUINCY WATER ASSOCIATION  
BOARD MEETING MINUTES**

April 9, 2014 Board Meeting

Linda Hooper called the meeting to order at 4:00 PM at the PUD.

**Board members present:**

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

**Minutes** – March Minutes updated with “Jim will delegate assistance as needed” added to the first line after Election of Officers. Minutes approved with changes. Approved minutes go to Jim for archives.

Financials approved as presented. We are averaging about \$7000 a month coming in.

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

**Old Business:**

Wording change for the approved bylaw change – The exact wording of the change to Article 11, section 5, A and B should be added to the annual meeting minutes for 2013. Kim will fix the wording and enter approved bylaws on the website. Motion approved.

Attorney update – nothing from the attorney at this time. Linda will follow up and alert the board of any changes.

**New Business:**

Phone log –

Board approved removal of late fee for Jack Hendrickson.

Board discussed estimated readings and Hiland notifications if estimating occurs.

Misc accounts were discussed

Past Due –

Debbie will follow up with Hiland to see if late notices are being sent out.

Jim will send a letter to Leslie Pugh to notify him of the possibility of QWA taking back the share.

Debbie noted that Hiland did not charge us time or mileage for Silas and Aaron to attend the annual meeting.

The board updated the recommendations for communication with the membership. Kim will take on the responsibility of notifying the Chief to put the board meeting in the community calendar.

Kim will check on getting information for purchasing certificates and the required wording to go on the certificates. She will bring the information back to the board.

Kim advised about the terms “member” and “shareholder”. Our official documents use “member” who has a “share” of the water system.

Jim and Linda signed the approved bylaws from March 2014.

Status of Priorities from the work session –

1. Proposal for System Pressure Study – cost is \$1200. PR Vaults (our 1 and 2 priority) are included in the study. The study may introduce changes necessary at the PR Vaults that are not currently expected. A motion was made to accept the proposal for the study. It was approved.
2. Valve locating – It is deferred maintenance. Hiland proposed the board pay an additional hour when Hiland has workers here to locate and fix (as needed) hidden valves over the course of the year. They would include the information with pictures in the maintenance log each month. After

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discussing the matter, it was decided to wait until after the study is complete and the costs looked at before the board authorizes additional maintenance costs.

3. Flushing – our contract has Hiland responsible for flushing the system twice a year. Last year they flushed the system on July 7<sup>th</sup>. Jim will coordinate with Hiland to flush after the test of Well 2A. We would like to coordinate the notification with the annual water quality report. Hiland is sending out the water quality report this year.
4. Fire Hydrants – Kim will send out notifications to property owners who may be affected by the removal of the fire hydrants at QM/Charity and Collins/Lewis. We have 15 hydrants on the system – including these two.
5. Jim talked with Zack about the Chlorine station. It refers to hoses and cleaning the pump. This item falls under “routine maintenance.”
6. Hermo Road – Debbie is still researching contacts to find out who may be interested in improving Hermo road. She is waiting until we receive the recommendations from the attorney before sending out the letter asking for information.

Website – Kim and Debbie are updating the website. New page “Projects and Maintenance”

Draft of the Annual Meeting minutes 2014 will be added to the website.

Regular meeting adjourned 5:30 PM – went into executive session to discuss sensitive matters..

Transcribed and submitted by Debbie Greeley