

QUINCY WATER ASSOCIATION
Board Meeting Minutes
August 13, 2015

Kim Bunnell called the board meeting to order at 6:31 PM at the Quincy Grange. Other board members present were Jim Malisch, Greg Smiley, Randy Trass, and Mike Roberts. Association members attending were Karen Trass, Carol Brandt, Cheryl Malisch, and Martin and Debbie Greeley.

Minutes:

A draft of the minutes of the July 9, 2015 board meeting was emailed to all board members prior to the board meeting. The board members voted to approve the minutes as written.

Financial:

Jim presented the cash asset balance sheet showing all income, expenses and account balances for the month of July 2015. Jim explained that he attached a revised July accounts payable summary in addition to the August summary. The revised summary reflected the removal of the erroneous billing from the tax accountant and the annual payment to Oregon Corporation Division by debit card.

Jim answered a question about miscellaneous expenses. There was a long discussion about the handling of meter installation costs for the water share transferred to Linda Hooper. It was handled as a pass-through expense because Hiland deposited the collected payment into the Association's bank account. The board will have further discussion on this issue in the future. The board voted to accept the financial report and pay the August bills.

Maintenance and Improvements:

The board reviewed the maintenance and call logs from Hiland Water. The board discussed the final repair of the asphalt cut made for the Hooper meter installation.

The board discussed the pressure vault rebuild and the call for bids from four service providers. The Association received only one bid. The bid was from Cascade Water Works for \$ 13,961.00. Jim informed the board that Cascade WW had been the general manager and primary contractor for the Association's second phase of the 2012 well/filter project.

The board voted to approve the Cascade WW bid providing that they submitted details for execution of the project and clearing of the vault drains. The board approved delaying the work for the vault rebuild project until October 2015, as requested by Cascade WW. Jim told the board that the other three potential bidders had been surveyed about why they chose not submit a bid.

The board discussed a new issue with the primary well pump 2B. It is only producing 39 GPM instead of 60. The Association called Ron DesRoche of Cascade Water Works to help in determining what the problem. Water level in the well was measured several times and while lower than usual, there is a significant amount of water over the pump. Ron took several readings of pump pressure and water level in order to analyze the problem. Jim told the board that we are waiting for Cascade's analysis and recommendation.

Ron did recommend that the Association purchase a second well pump in order to speed up work anytime that the pump is removed from the well for service. The board discussed the possibility of waiting until October to pull the pump and perhaps combining it with the vault work. The board voted to purchase a second pump from Cascade WW. Jim will keep the other board members

informed about the analysis, the price, and pulling the well pump. The board discussed repairing major pipeline breaks and the need for keeping repair parts on hand. Randy reported that he had asked Calven Shulda to order a replacement repair clamp from Consolidated Supply to replace the clamp that we borrowed from the city and to charge it to the Association. The board asked Randy to get part numbers for several pipe sizes in order for us to order directly from Consolidated Supply. Jim will ask Hiland Water to hold off ordering any repair inventory as was discussed with them during the mainline repair near Thomas Road.

The board discussed the temporary repair of the 8-inch mainline near Thomas Road. The board consensus was that the pipeline should be replaced in order to achieve a permanent fix for the cracked pipe. Randy will check with Kynsi Construction regarding hiring them to do the permanent repair work. The board will then decide to proceed with the repair.

The board feels that Hiland did not come prepared to fix the mainline break and only came up with a temporary solution. The Association had to borrow a repair clamp from the city of Clatskanie for the temporary repair. The board agreed that in the future we should communicate information and suggestions to Hiland or other contractor as to the nature of the repair required and what parts or equipment might be required. We should also include information about repair parts in our inventory.

Jim reported that the Association borrowed a scoop of gravel from Lester Pugh. Gary Viuhkola delivered it with his backhoe. Gary said he would not charge for his time or the backhoe. Randy will find out what Lester wants to be paid for the gravel.

The board was also quite concerned about not having flaggers at the repair and using Association members to flag traffic during the repair. The board had a long discussion about the flagging equipment necessary. Kim will put together a list of safety items required to provide flagging of traffic. The board may want to make arrangements for flaggers ahead of time when necessary. Greg will contact Northwest Flaggers and investigate the purchase of a set of radios.

Jim reported that he spoke with Gary Viuhkola about the possibility of storing an entire load of gravel behind his boat shop to use for future repair of water lines. Gary told Jim he would think about it. Jim will follow up with Gary later this month.

Jim reported that on the way to the meeting he drove by the valve repair on Rutters Road and found it to be still leaking. In addition, the hole requires more gravel. He told the board that he had informed Robert, the repair worker from Hiland that there was a pile of gravel at the filter plant. Jim will contact Hiland again in the morning to inform them that the repair was not complete.

Old Business:

The board discussed the Hermo Road project. Randy reported that he and Jim had reviewed the construction release drawings. Jim spoke with the design engineer regarding a few remaining issues. Randy reported that he had contacted Global about construction oversight during actual construction. The board discussed the line construction details. A double check backflow device is planned for the new water service installation at Mike Seely's mint farm. Mike Roberts will inform Mike Seely.

New Business:

Jim brought up the issue of shares taken back by the association on foreclosed or abandoned property. He recommended that the Association not issue that share to anyone until after the dwelling is resold. At that time, the new property owner would be required to pay the full price for the repossessed

share. Mike Roberts will contact a title company to determine if there is an easy way to make the new owner aware of the issue before they close the purchase.

The board reviewed the past due list. Kim requested that that the board grant leniency for Kristy Calhoun who has been the caretaker of the Mary Esther Smith property. Jim will contact Kristy Calhoun to determine the status of the estate before the board takes any further action.

Randy reported that he spoke with Sharon Hicks and she intends to pursue obtaining membership.

Randy questioned the comment on the call report about a member sub dividing their property on Ilmari Road. The board briefly discussed the issue.

The board meeting adjourned at 8:11 PM

Respectfully submitted, August 25, 2015

Board Approved, September 10, 2015

Jim Malisch, Secretary-Treasurer of the Board