

**QUINCY WATER ASSOCIATION**  
**Board Meeting Minutes**  
**December 10, 2015**

Kim Bunnell called the board meeting to order at 6:33 PM at the Quincy Grange. Other board members present were Greg Smiley, Randy Trass, Jim Malisch. Mike Roberts did not attend. Association members attending were Cheryl Malisch.

**Minutes:**

A draft of the minutes of the November 12, 2015 board meeting was emailed to all board members prior to the board meeting. Minutes approved.

**Financial:**

Jim presented the cash asset balance sheet showing all income, expenses and account balances for the month of November 2015. After Jim answered a few questions the financial report was approved.

**Maintenance and Improvements:**

On Dec. 1<sup>st</sup> there was a low limit alarm on the chlorine residual for Well 2B. Aaron from Hiland came on Wed. Dec. 4<sup>nd</sup> to take a look at it, but was not able to complete a repair that day. Zach Olsen followed up. Jim and Zach meet the morning of Dec. 9 at the well site. There was something wrong with the chlorine pump that caused it to make a loud noise. It could be from exposure to the chlorine. Zach had replaced the chlorine pump with the spare pump and was trying to get the chlorine residual number back up. Zach will try to clean up and repair the old pump, but Hiland is also looking into using a different kind of pump, a positive displacement pump. Zach also said the chlorine meter needed cleaned and calibrated. Jim will follow up for more info on this fix. If we need to buy a new pump Jim will let the board know so it can be approved.

Randy asked if QWA could cause trouble if we drained water into nearby ground or creeks from the vaults or wherever we have blow offs on the system. Jim commented that we don't have an exact answer for that but with the low amount chlorine we have in the water it would dissipate into soil and probably not cause a problem.

The vault repair work was discussed. The valve replacement is done, but the vaults are full of water. Dave from Cascade Water had said the new valves are not leaking, so it is ground water filling the vaults. Jim will ask Cascade Water what options they could offer and get estimates. It was noted that both vaults need to be water sealed after the drainage issues are addressed. Greg said Tim Keranen may get some info on a sealant and may also be able to do this work.

Ron from Cascade will be out Tuesday, Dec. 15<sup>th</sup> to adjust the pressure at the Ilmari vault to stop the water stream coming out the blow off pipe.

It was noted that the additive Cascade Water used in well 2B worked. We're now pumping at 57-58 now instead of 39.

Tool order: The board agreed we need to order some tools and markers: Blue water markers, hydrant pressure gauge, hydrant wrench, manhole cover lifting tool and a cover for the Rutters Rd. valve box. Jim will get the Consolidated account set up for QWA to order directly first. Greg also suggested if he had the measurements, he could talk to a friend whom does welding that could make some of these tools for the cost of materials.

The board discussed repair work that came to our attention during the vault repair work:

- valve at Rutters Rd. filling with water
- Stewart Creek and Ilmari vaults drainage issue (some discussion, see above)
- Valve at bottom of Ilmari Rd. leaking
- Blow off valve by Mike Seely's, hard to shut off

We decided for the Rutters Rd. valve we will clean the ditch around it a bit and buy a lid. It may be just ground water filling up the valve area. We'll keep an eye on it after this.

For the drainage issues at the vaults, Greg may get some info from Tim Keranen. Jim will follow up with Cascade Water.

Valve leaking at the bottom of Ilmari will require a backhoe. The board agreed that the other valve right next to the leaking one should be fixed at the same time. We will postpone this repair item until after the vault drainage issues are addressed.

Jim and Randy told the board the blow off valve at Mike Seely's would be repaired by Global during the Hermo Rd. project.

Randy will follow up with McMullen Well Drilling to see if they can attend the January board meeting at 6:30 p.m. to discuss possible maintenance and repairs on our system. Jim will ask Dave from Cascade about doing maintenance for QWA as well.

Tim Keranen came to discuss with the board the possibility of doing repair work for QWA.

Jim had previously emailed a list to the board of responsibilities / tasks as a starting point for discussion for anyone who would work on our system.

Tim said at this time he could do some of the repair work. He has done plumbing work and some water system work, however he was not qualified to be a water tester or familiar with some of the other items on the list. He also explained he could operate the heavy equipment needed to do some repairs, but did not own any heavy equipment himself. Hiring Gary Viuhkola or renting the necessary equipment when needed would solve this.

Tim is familiar with doing locates and would hand dig if necessary. It was noted for future reference that he could become qualified for operating a small water system and do water testing by taking an online course.

Tim has a flexible schedule when he is in town, but he sometimes goes out of town for long periods of time for work.

Tim voiced his concern about liability issues. Jim will contact QWA's insurance agent to see if our coverage would extend to Tim if he is hired by us, especially for any major damage/incidents. Once the insurance and liability information is verified, Tim will let the board know his price list. If the board is okay with the prices, Tim can be available to help with leaks and scheduled repairs, then maybe gradually work into other things.

**Old Business:**

**Hermo Road:**

Randy updated the board on the Hermo Road project.

He received the valve wrench and meter wrench from Calvin, and stamped them with "QWA". He will deliver to the Foreman of the Hermo Rd. project.

Regarding the rumors brought up at last month's board meeting:

Project manager Dale will NOT be leaving TFT (the engineering firm in charge of the Hermo Rd. project). Randy said he'd spoken to a local business owner for information. He also spoke to Dean Christensen and Katie Kearns. Dale is just not part of this phase of the project because it is not profitable for him to be on site right now. Concerning the rumor that Global no longer wants to work on QWA's water lines during the Hermo Rd. project Dean said he is the one that info comes down through and he has not heard of this.

Jim asked for input for the response letter to George Poysky who had inquired about the size of water line the board has chosen to have put in on Hermo Rd. The board settled on the idea that the letter should be simple and explain that the design for the water line is already complete.

It was mentioned that Curtis Ollila said he was interested to pursue the board's decision to have him pay for a new share less the cost of installation if he wants to rejoin the Association. He will let us know when he's ready.

Past dues:

Acct 1530: Wauna Credit Union has repossessed the house. Wauna will pay the arrears on the share and the QWA bill will now be sent monthly to Wauna Credit Union. Acct 1533 & 1567 will receive shut-off notices.

Jim was asked how he goes about determining the accounts who will get a 5-day shut-off notice. Mostly anyone in the 61+ days column will get the notice and this usually causes them to make a payment.

The board meeting adjourned at 8:29 PM

Respectfully submitted, December 21, 2015

Board Approved, January 14, 2016

Kim Bunnell, assisting the Secretary-Treasurer of the Board