

**QUINCY WATER ASSOCIATION**  
**Board Meeting Minutes**  
**May 11, 2017**

Kim Bunnell called the board meeting to order at 6:30 PM at the Quincy Grange. Other board members present were Jim Malisch, Randy Trass, Greg Smiley and Rocky Roggow. Association members Cheryll Malisch and Karen Trass also attended the meeting.

**Minutes:**

A draft of the April board meeting minutes was emailed to all board members before the meeting. The board approved the minutes as written.

**Financial:**

Jim Malisch presented the financial records showing income, expenses, and account balances for the month of April 2017. When accounts payable were discussed, it was noted that Cascade Water Works submitted an invoice for the repair of the leaking pipes in the filter plant, replacement of the faulty valves in the pressure control vault, and the repair of leaking pipes in the Ilmari booster station. Jim said that the invoice from Valley Electric was for the router that they purchased for the internet connection to utilize the security programs. Hiland Water submitted an invoice for the pipeline repair that they completed on Hermo Road. The board reviewed pictures Hiland sent showing the repairs.

**Maintenance and Improvements:**

The board reviewed the April maintenance log provided by Hiland, and had no comments. Jim reported that he had no new information on receiving the adjustable air snubbers for the ATEC filter. The board thanked Greg Smiley for taking care of getting the trees at the Ilmari site cut back.

The board reviewed the quote received from Northstar Construction and discussed details of the planned repair work on the dike land concerning hydrant repair, water line repairs, and valve replacement. The quote also included some work at Charity Lane and on Ilmari Road. Jim asked Randy to touch base with the Hermo Road Upgrade project and find out if indeed the project is dead or just delayed. Some routine repairs of the water system have been on hold because the road project was planning upgrades of components in the water system. The board voted to accept the Northstar quote for the work proposed after Jim receives clarification on the freeze protection and blow-off from Northstar and project information back from Randy.

Randy said he might have time to schedule the remodel of the Ilmari building after the gravel work is completed. The board also discussed replacement of the roof on the Ilmari building.

**Old Business:**

The board briefly discussed the on-going plans to refurbish well 2A.

Kim reported that she and Jim have finalized the contract details with Silas Olson of Hiland Water. She explained that there were clarifications made to the list of tasks required of them and documented in Attachment A. Jim will send a copy of the Attachment A to all board members. There will be no increase to the contract charge but some of the hourly rates for T&M will increase.

The board reviewed the Hiland phone log for March without comment.

The board reviewed the past due report for the month of April. One past due member's water was shut off three months ago when he was over 60 days past due. He is now well over 120 days past due. The board discussed termination action of the membership and water share. Jim read the letter that he sent to the member warning him that termination would take place if he did not pay the \$1,075 balance in full. The board voted to send a third letter to warn him that termination action has begun, and that final action will be taken at the June board meeting if Payment is not received. Jim will send a registered letter to the member. Another member's account with the estate in probate, did make payment in full after Jim sent a warning letter. The board voted to waive late fees on a member account that was having health problems. Three members that are over 60 days past due will be sent shut off notices.

**New Business:**

Randy told the board that a logger working on removal of the neighbor's trees told him that while he was on site he could remove trees for QWA if the board wanted.

The board discussed replacement of the scoop of gravel borrowed from Les Pugh last year, and agreed to ask the contractor who borrowed the scoop to replace it.

Kim reported that new owners of a local home have inquired about the possibility of purchasing additional water shares if they decide to subdivide the property. After a discussion, the board decided to respond cautiously because the association policy states that property elevation has a limit. In addition, distance from the main line must be considered.

Jim distributed the bank documents to each board member for recording their signatures for the checking account.

Cheryll gave an update on the testing plan for back flow devices installed in the association. She told the board that she has invited a circuit rider from OAWU to meet with all of us about the state mandated back flow requirements. He will be here in early June and she invited all board members to attend.

The board meeting adjourned at 7:55 PM

Respectfully submitted, May 11, 2017

Approved, June 8, 2017

Jim Malisch, Secretary-Treasurer of the Board