

QUINCY WATER ASSOCIATION
Board Meeting Minutes
September 14, 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, and Rocky Roggow. Greg Smiley did not attend. Association member Cheryl Malisch attended the meeting. Dave Hoiland, representing Northstar Contractors attended the meeting as a guest.

Minutes:

A draft of the August board meeting minutes was emailed to all board members before the meeting. After making grammar corrections, the board approved the minutes.

Financial:

Jim Malisch presented the financial records showing income, expenses and account balances for the month of August 2017. Jim pointed out the significant increase in interest earned from the Association's savings since moving the account to the credit union in the middle of August.

Maintenance and Improvements:

The board reviewed the maintenance log and call log for the month of August provided by Hiland Water Inc. Randy asked for clarification regarding a report about transfer of a member water share to a new property owner. He specifically questioned what we knew about the new owners plan to subdivide the property.

Jim reported that he asked Dave Hoiland of Northstar construction to replace a leaky ¼ inch valve on the back pressure unit. After the valve was replaced, they discovered that the filter back-wash cycle was again not completing back-wash of all five vessels. Investigating, they discovered that the air pressure was set to 65 psi, which is below the 90 psi required. After they corrected the pressure setting, the back-washing cycle completed correctly.

Jim told the board that Hiland reported on the July maintenance log that a leak had been found, but gave no other details. During a visit to the filter plant Jim noticed the water spray on the floor and hitting his pants leg. He asked Dave to repair it the next day. After Dave repaired the leak, Jim called Matt Olson to verify that the leaky valve was the same leak Matt put on the July report.

Jim reported that he is delaying installation of the air snubbers until it is certain that the automatic back-wash of the filter is functioning correctly.

Dave Hoiland, contractor from Northstar Construction gave a progress update to the board about the contracted work that is currently going on. He walked the board through all of the completed tasks and those yet to be completed. The board members were able to ask specific questions about the work. Dave recommended relocation of a water meter on Hermo Road in order to improve access to the meter. The board voted to relocate the meter. While discussing work planned for the pressure reducing vault on Hermo Road, Dave reported that he had completed some line pressure checks and found all to be satisfactory.

Jim reminded the board that Dave spent the first day here repairing the water line break caused by heavy trucking on Collins Road. This emergency work was not part of the contracted work. Kim reported that she had sent a letter to Northwest Natural Gas requesting reimbursement for the repair cost. Northstar Construction has already invoiced the association for the line repair cost.

Randy told the board that the metal roofing that he ordered for the Ilmari building was still at the building supplier. He said he would try to get the metal transported to the site sometime next week.

Jim said the on-going plan to refurbish well 2A was still planned but the contractor work by Northstar is impacting making progress.

Kim reported that she has been unable to contact the contractor we used last year to power wash the water storage reservoir. Kim will try to contact another contractor.

Old Business:

The board decided to request payment of member accounts for two estates that are in probate. Also late fees will be started again on these accounts.

The board reviewed the past due report for the month of August, and decided to have Hiland send shut off notices to several members. Jim will ask Hiland to request payment in full for accounts that receive shut off notices.

The board reviewed the Hiland call log and discussed several entries.

The board discussed several member accounts that show high water use.

New Business:

The board discussed future installations of double check back flow devices for several member accounts. The discussion was lead by the Association's Cross Connection Coordinator, Cheryl Malisch.

The board meeting adjourned at 7:15 PM

Respectfully submitted, September 14, 2017

Jim Malisch, Secretary-Treasurer of the Board