

QUINCY WATER ASSOCIATION
Board Meeting Minutes
November 9, 2017

Kim Bunnell called the board meeting to order at 6:30 PM at the Quincy Grange. Other board members present were Jim Malisch, Rocky Roggow, and Greg Smiley. Randy Trass did not attend. Association member Cheryll Malisch also attended the meeting.

Minutes:

A draft of the October board meeting minutes was previously emailed to all board members before the meeting. After making a few grammatical corrections, the board approved the minutes as written.

Financial:

Jim Malisch presented the financial records showing income, expenses and account balances for the month of October 2017. Jim told the board that at the end of October, the Bank checking account was closed and the funds deposited into the Credit Union checking account. He pointed out that because the Credit Union checking account balance had not been maintained above \$1,000 during the month, the Association was charged another fee of \$10. He noted however, that the checking account had earned six cents of interest and the earnings on Association savings was above \$60 for the month.

Jim told the board that the checks written this month included a payment to OHA for a plan review fee. The fee is for review of the project plans to refurbish well 2A.

Maintenance and Improvements:

The board reviewed the Hiland maintenance log and call log for the month of October. Kim asked why there was no charge on the Hiland invoice for the chlorine pump replaced according to the maintenance log. Jim said he noticed that as well, and speculated that the replacement pump could have been one we had in inventory.

Kim asked for discussion about the work to rebuild the pressure control valves inside of the vault on Hermo Road. Northstar Contracting plans another trip to Quincy in order to complete the work.

Kim spoke about the work that has been done on the Ilmari pumping station to date. She said the new metal roof was installed and modifications of the inside walls for the file room have been started. The board held a discussion about the electrical work necessary to complete the work. Randy is having difficulty finding an electrician to do the small amount of electrical work.

Kim asked Cheryll to update the board regarding the well 2A refurbishing project. Cheryll informed the board that the documents that we must submit to Oregon Health Authority (OHA) are ready to send. Their engineer has told us that he expects to have an approval letter to the Association within two weeks. Jim has a check for the board to sign tonight that pays the plan review fee to OHA.

Kim thanked Greg for burning the piles of tree limbs at both properties and asked about power washing the tank. Greg said he did not wash the tank because he did not feel comfortable hooking his power washer to the Association hose bib for a water source because the water pressure is so low. Jim said that last year the commercial contractor we hired had no issue and the pressure is about 10 psi. Greg said that he did clean the gutters on the filter plant building. Kim thanked him for doing the work.

Old Business:

Jim informed the board that a shareholder contacted him a second time to request additional leak forgiveness because the leak had continued into a third month. Jim shared a letter from the shareholder. After reading the letter, the board reviewed the audit report for the account, discussed the circumstances, and then voted to grant additional leak forgiveness to account 1553.

The board reviewed the past due report. Jim informed the board about the progress made by one shareholder to catch up on his account. The board decided to send a shut-off notice to share 1485. The board discussed the status of a shareholder account that went into foreclosure. The account is up to date, but the shareholder has moved out.

The board reviewed the Hiland call log, and discussed a shareholder who called Hiland to request that the water service be shut off in order to avoid the \$30 per month base rate. Jim explained that he talked to the person and informed her that turning off the water would not stop the monthly charge. He told her that if they wanted to sell the water share back to the Association, that would stop the charge, but if they wanted water in the future, they would have to purchase a new water share for \$4,000.

New Business:

Kim questioned the board about winterization that we need to do. Jim said that the heaters in both buildings are set to about 50 degrees. He said that we needed to check the heat lamp in the 2A well cover.

Kim informed the board that Hogan from the Monastery had contacted her, concerning the lease agreement. The board discussed the Monastery lease agreement and use of the concrete tank that the Association owns.

The board meeting adjourned at 7:20 PM

Respectfully submitted, November 9, 2017

Approved, December 14, 2017

Jim Malisch, Secretary-Treasurer of the Board