

**QUINCY WATER ASSOCIATION**  
**Board Meeting Minutes**  
**June 14, 2018**

President of the Board Cheryll Malisch called the meeting to order at 6:25 PM. The other board members present were Jim Malisch, Randy Trass, and Greg Smiley. Rocky Roggow did not attend the meeting.

**Ongoing Business:**

Previously, before the meeting all of the board members were emailed a draft of the May 2018 board meeting minutes. The board approved the minutes as written.

The board reviewed the Hiland maintenance log and the call log for the month of May. Cheryll told the board that Hiland sent a new maintenance person to flush hydrants and read meters. His name is Curtis and he is another grandson of Melvin Olson. Again, the board commented on, and discussed the calculated water loss on the maintenance report.

The board discussed account 1481. The shareholder requested leak forgiveness for a small leak in May. This account also is past due. The board voted to grant leak forgiveness for this shareholder. Jim will contact the shareholder to determine if they wish to use the credit for this small leak.

The board reviewed the past due list and discussed several accounts. They decided to have Hiland send past due notices to accounts 1479, 1485, 1533 and 1575. Jim is to verify that notices are sent to both the owner and renter for property that is rented.

**Maintenance and Capital Improvements**

Cheryll asked Jim to report on the leak that he and Cheryll found at the pressure control vault on Hermo Road. Jim explained that he noticed that the Sensaphone system showed that we were gradually losing level in the reservoir in spite of the well pump running constantly. They began a search and within minutes found the problem. Water was coming from the pressure blow off valve and running down Hermo Road to the railroad tracks. Jim said that he contacted Dave at Northstar Contracting who performed maintenance on the vault last summer. They responded and arrived within a couple of hours to repair the problem. They found that a small valve on the pressure sensing lines had developed a sizeable hole in it. This triggered the blowoff valve to activate. Hiland did not know about the problem until we called them.

Jim reported that they also discovered another system problem while flow testing well 2A. The reservoir was calling for water, but well 2B was not pumping. Investigation revealed that the 60-amp breaker for the VFD (Variable Frequency Drive) had tripped and the VFD pump drive had faulted. Jim consulted with Jeff at Valley Electric and determined that the breaker should be re-sized from a 60-amp to a 70-amp breaker and Jeff helped with the reset of the VFD. Jim said that he will write instructions for resetting the VFD and put a copy inside of the VFD cabinet.

Cheryll reported that Heath Cokely from OAWU was here just before Memorial Day to help us perform super-chlorinate of well 2A. She told the board that she and Jim then drove to Alexin Analytical in Tigard to pick up sample bottles. They picked up sufficient bottles to collect water samples from both wells.

She told the board that the reason we also took samples from well 2B was to establish a baseline for water quality in that well. Alexin picked up the water samples on their regular Wednesday pickup in Clatskanie.

Cheryll read an email that she recently sent to Jones Drilling regarding her request for clarifications of the procedure to drill deeper. She then showed the cost estimate for drilling deeper from Jones. The board discussed the well and many of the issues connected with drilling deeper. She said that Jones had not responded on the request yet.

Cheryll talked briefly about Hilands plan to replace the fogged water meters on the system.

The board again discussed the issue of selling any new shares. The discussion included talking about the fact that we are still running on only one well. The board members voted to hold off on selling any new shares until the second well is functional, with the exception that if the board approves the re-selling of a share for foreclosed property.

The board discussed the maintenance contract that we have with Hiland and the monthly increase that they have asked for. The board voted to continue with the contract and pay the increase. It was felt that Hiland is not completing several maintenance tasks outlined in the contract.

#### **Financial Report.**

Jim Malisch presented the financial records showing income, expenses and account balances for the month of May 2018. Jim told the board that while we are not even half way through the twenty-year loan from the state, we are now paying more to principal than we are paying to interest.

#### **New Business:**

Greg brought up the issue that the water systems in the mid Willamette Valley are experiencing with the algae and asked if we had any emergency plan. The board discussed the issue and the difference with well water and surface water. They discussed what should be included in an emergency plan. Cheryll told the board that our emergency plan is undergoing an update by former board president, Kim Bunnell.

There was a brief discussion of the suggestion to hold the July board meeting at a BBQ. Randy will discuss the event with his spouse and communicate with the board on a later date.

Cheryll read a letter written to Hiland by a shareholder (account 1553) who just had another leak and wants to be granted another leak forgiveness. He had leak forgiveness granted last September. The board members discussed the incident and decided to have Cheryll write a letter to him to address the issue.

The meeting adjourned at 8:30 PM

Respectfully submitted, June14, 2018

Approved August,9 2018

Jim Malisch, Secretary-Treasurer of the Board