

Tooley Terrace Water Board
July 21, 2016, 6:30 pm
PUD Meeting Room

Present:

John Amery, Richard Pontow, Carl Carson, Debby Jones

Absent/Excused:

Dave Pratt

Carl Carson opened the meeting at 6:40 pm and read the June 16, 2016 meeting minutes. Debby Jones made a motion to approve the June 16 minutes. John Amery seconded the motion. Motion passed unanimously.

Carl read the June 27, 2016 minutes which consisted of the 2016-17 budget hearing. It was noted that additional comments were needed to be included which stated the following:

Kay expressed concern regarding budgeting enough for capital improvements. The board discussed and felt comfortable with the designated amount. Larry felt there was enough coming in from water sales to cover any capital improvement needs. The board approved the improvement overages for the 2016-17 budget.

John made a motion to approve the minutes as amended. Debby seconded the motion. Motion passed unanimously.

Carl read the minutes from the June 27, 2016 board meeting which followed the budget hearing. John made a motion to approve the minutes. Richard Pontow seconded the motion. Motion passed unanimously.

Larry Russ and Carl took care of the letter from the Oregon Secretary of State which required the inclusion of corrected numbers. Carl has sent the necessary forms to the Secretary of State. An additional form that serves in lieu of an audit will be completed by the board at the August meeting. Form must be submitted within 90 days of adopted budget.

Financial:

As of July 19	Checking Account Balance	\$ 9,782.16
	Savings Account Balance	\$ 23,512.53

Carl stated that they had not received the check for June services and that he would deposit as soon as he received it from Hiland.

John Amery suggested the possibility of utilizing a Quick Books type program for checks and reports.

Richard and Carl met with the Special District Representative. The question of Tooley Water District employees came up. Richard and Carl explained that there are no employees and that everyone volunteers. Richard and Carl shared how the district has worked with OCEA.

The board briefly discussed the possibility of applying for a small grant through the SDO for an emergency generator. Carl will contact Silas (Hiland) to find out what size of a generator would be

needed. Richard felt that putting money into a new reservoir up top would be more beneficial than a generator. John reminded the group that Hiland should be providing a report on possible upgrades and or recommendations which might provide some clarity on the issue. Debby asked if we needed to have a potential list for Silas to start out with. John felt that Silas had sufficient expertise to guide and complete the recommendation list. Carl will check into the SDAO website for grant guidelines.

Carl made mention to the letter that was received from SDIS (Insurance) and stated that he would look into addressing discount opportunities that may be available through SDIS. The letter identified specific items that could add up to a 10% discount on annual insurance costs. It was estimated that there could be a potential of saving \$120 annually.

John suggested establishing a calendar that would indicate events, reports and requirements that the board needs to address on a regular basis.

Richard made a motion to close the meeting. John seconded. Motion passed unanimously and Carl closed the meeting at 7:55 pm

A brief discussion followed the meeting reminding the board that a decision needs to be made regarding Hiland's contract. Is it to be a visit every two weeks or two times a month with two on-call visits?