

Tooley Water District

Minutes of Board Meeting June 16,2016

The Dalles, Oregon 97058

Those Present: Larry Russ, John Amery, Richard Pontow, Suzie Russ, Carl Carson, Dave Pratt via computer net, and Debbie Jones via Phone Conference.

The meeting was called to order by Larry Russ at 7:11p.m. Larry began by the reading of the minutes of the May 19th, 2016 meeting. After the reading, there was a noted correction of the financial portion by John Amery, after recognizing the correction on the April Minutes. Carl made a motion to accept the reading of the minutes and seconded by Richard.

Larry presented the discussion that was held between the Board with Silas Olsen of Hiland Water and Dave Griffith, a private water manager with Dallesport and Goldendale Water Systems. Hiland has a larger base of personal and equipment, whereas Dave Griffith was one person and Son. Comparing the options of the two, Hiland had equipment that could handle an emergency repair rather than having to wait for bids to come in and be accepted by the Board if Griffith was providing the services. . Also Hiland was on board with some additional services to be included on the New Contract proposal for 2016-2017. Debbie Jones made a motion and it was seconded by Richard that we continue with Hiland. Vote by members accepted the motion.

Old Business: A Letter from the Secretary of State informed us that a report for 2014-2015 had not been received. Carl and Larry are working on it.

New Business: Financial Report:

A check was received from Hiland for May Services for \$1901.77. A check for \$1410.50 was written and signed .Check No. 1035

A Statement for Web Domain and Web Site from John Amery for \$101.05. A check # 1036 was written for \$101.05 and signed.

An oversite by Hiland, that the Chlorine Pump was leaking and liquid was on the floor. Dripping for a while. Hiland nor Mark had noticed it. Larry found that the 4 way valve was not working properly and drips under pressure. It must be turned on manually to see the leak. The screw on top had worked loose. Larry will check tomorrow to see if it has stopped the leak. We must pay attention. We, the Board have to follow through and see that the equipment is being maintained. It is Ours so we must accept Ownership and take care of it. It's not Just A Job.

As a Board, we need to have an Oversite Role with Hiland and report to the Board at the monthly meetings. Note if there is the smell of Chlorine Gas or sign of leakage. Certain parts of the Chlorine Pumps and associated equipment need to be serviced regularly(check valves, tubing, diaphragm,

injector valve). Larry will service them before he leaves the Board the end of June. Hiland Water Corp will assume that responsibility starting with the new fiscal year beginning July 2016

Regarding oversite: Debbie Jones suggested that board members could be assigned a specific time period to oversee the new duties that Hiland is assuming. A question was raised a checklist that could be followed. Larry said that he would like to have a session at the physical facilities with the Board to demonstrate what needs to be observed as oversite. John said that he had made a video once on what Larry does as well. If issues are observed , they can then be addressed with Hiland.

1st Larry is scheduled to meet with Robert or whoever comes up to read the meters and check the Wells and Resouviors next week. 2nd is to have a person to train.

Larry will develop a check list for what needs to be checked. The Board will be the Oversite Group.

Larry handed out a copy of the Budget to the Board Members to be presented to the Budget Committee at the meeting with them on the 20th of June.

Changes on LB-30: Mike Courtney of Courtney Insurance: said that need to Change Workmens Comp to be changed from \$915 last year to \$950. Services from Hiland , \$1400 last year new \$1425 for 2016-2017 = \$17,100 + (250 x 14)=\$3500= \$20,600.

Capital Improvement: Last year \$4000 , we used a portion but not all. Reduce to \$2500.

Two areas in the water system have dead end lines. It would be optimum to install flush valves on those lines. It had been previously (suggested) but not required by the Wasco County Environmental Health Specialist. It should be noted that the lines have been in operation for over 50 years without causing a health problem in the district but upgrading would still be favorable. Also a leaking valve(the cross over valve) should be replaced near the residence previously owned by Bolar(currently Pat Arthur). Larry advised it should be done. Hiland knows about it. Debbie asked further questions about the dead-end lines. The last one that was installed was completed by volunteers, Larry Russ and Richard Pontow, about 5 years ago and was not difficult with material costing less than \$100. It is located at the property currently owned by Gary Saylor. One of the currently two remaining, near the Schlager residence will be more difficult.

Larry suggested that to keep the baserate low, if we didn't need to have \$4000 in the Capital Improvement category , that amount could be reduced to \$2500. Dave said that if we needed to we could move money from the Emergency Fund to offset the difference.

Susie asked if the money hadn't been used in the 2015-16, could that be used to offset the additional difference in cost of additional visits from Hiland. Since it wasn't a line item.

John asked if the Board would be digging holes and replacing Valves. He didn't feel comfortable in doing that. Richard said that we would need to rent a machine. Hiland would need to do an inspection and have them advise what changes need to be made. Safety vs Costs.

Capital improvement needs should be covered by a line item of \$2500 for 2016-2017. Debbie recommended that we need to look into putting the Valve in.

Hiland would do a One Time Assessment of the System.

17. Capital Outlay \$27,280

Emergency Reserve Fund- \$2820 or \$325 a month.

Total Required - \$30,100

Water Revenues:

Base Rate last year \$45.10 raise to \$51.65 A \$6.00 increase

37 Customers x \$51.65 x 12 = \$22,933

LB-1 meet or exceed Requirements

Amount in the checking Account is \$10,340.46 + (ERF) 23,507.14 = \$33,847.60

Dates that Carole Mouser is available for the Budget Meeting . 20th of June 2016.

Meeting to take place at Mid-Columbia Medical Center 1700 East 19th Street The Dalles, Oregon 97058

At 7:00 p.m.

The budget committee members are currently:

Kaye Pratt, Carol and Mark Mouser, Jan Crompton, and Edith Pontow plus Board Members.

Larry Russ submitted his resignation from the Tooley Water Board as of 1st of July 2016.

Larry resignation was accepted by all of the Board Members. With his resignation , the Board asked John Amery is he would accept a position on the Board, and he accepted the appointment.

The Board accepted his acceptance.

The meeting was adjourned at 9:25 p.m..