

Tooley Water District
Monthly Board Meeting Minutes
July 22, 2015

Board Members in Attendance:

Richard Pontow
Larry Russ
Dave Pratt- Excused
Carl Carson
Debbie Jones- Excused

Other interested Party in attendance:

John Amery

The meeting was called to order by Larry Russ at 7:05 p.m. There was a slight discussion about Larry acting as Chairperson currently with Mark Mouser's resignation effective the 1st of July. A motion was asked for appointing Larry Russ Chairperson of the Tooley Water Board. and Carl Carson made the motion and it was 2nd by Richard Pontow a vote was taken and approved. Larry agreed to be the Chairperson during the summer months until November, and then another Board Member will assume the position during the winter months in Larry's absence. Also additional discussion would be made in the August meeting.

The minutes of the June 25th meeting were read by Larry. A motion was made to accept the minutes as read. Motion was made by Carl and 2nd by Richard motion carried.

A financial statement was given by Larry Russ in Dave Pratt's Absence.

Financial Report:

1. General Fund as of 7/13/2015 stands as \$11,413.31 as per Bank statement
2. Reserve Fund as of 7/13/2015 stands as \$15,4495.51 as per Bank statement.

A motion was made by Rickard Pontow and 2nd by Carl Carson that the financial be accepted as read. Motion carried.

Old Business:

a) The new operating contract with Hiland was signed by Carl and Dave Pratt during the June meeting and mailed to Hiland by Dave Pratt. Also discussed was the matter of Labels for the Meters when shut off. Hiland brought some labels to Larry and they were reviewed and also viewed were labels to notify customers of repair or work on the system with the Time and Date as to when it would occur as well as time of returned Service. A motion made by Richard to use them and 2nd by Carl. Motion carried. The labels will all be kept at the Reservoir.

b) It was also mentioned that in addition to the labels, that the Barnhouse residence has had the water turned off and padlocked. The Lower and Upper pump houses and reservoir have been weeded and mowed.

c) Financial: Continued:

1. Dave had a check for John Amery for Webpage Start-up for \$86.05.
2. A check for John Crompton for the Tooley Road Association was received and Delivered to John Crompton.

3. There was a check for Courtney Insurance in the amount of \$558.60 for FDIF.
4. There was a check from Hiland for \$2110.71 for Water Usage by customers. A Check for services by Hiland in the amount of \$1339.00 to be made out and sent to To Hiland by Dave on his return.
5. Dave submitted the paper work on Workman's Comp from May 2013 to June 2014 by Fax on March 2015. The Audit Report was done by Dave.
6. The SDAO Membership Information Update is awaiting the information from Debbie Jones the New Board Member. Debbie was approached concerning the Vacancy and She said that she would consider it. She contacted Larry before the meeting tonight and said she would accept the position of Board Member.
7. SDAO Continuing Education discussion. Larry check into Board Member Education Thru SDAO and he found out it was not mandatory for all members at this time and the training is Online. He said that he has the time to complete it.
8. The Bolar's Valve leakage. It was felt that it should be a priority to complete this Summer. Upon checking the Valve recently by Larry it was found not to be leaking as Badly. It has slowed. Bolar's Property has been sold to The Shannon's. The valve Will be rechecked before the August meeting.
9. Brush at the Carothers Property adjoining the Reservoir location and Larry was told That Tony's son, Jesse would be removing it within the next couple of days.
10. Larry read the letter to Customers explaining what we do as a Board Member, in the Meetings for the District, How we maintain the Wells and Reservoir, by painting, Mowing, weed eating and making repairs. Also telling about the Web site and asking For updated information on Our Customer's so we can Notify them incase of a Problem or in making repairs, or notifying them in the event of an Emergency.

New Business:

1. There was a slight discussion about the Possibility of When and How to Dissolve The Water District if there wasn't enough Board Members to operate it. Not a Simple Matter. It would be brought to the attention of the Wasco County and they Would try to find someone to manage it.
2. The Shannon's who brought the Bolar Property would like to bring a T off their Driveway towards where the Valves and Water - Line go. It would require Us to Check with the Easement policies for the District. Also Before You Dig would be contacted to locate services. Then proceed from there.
3. John Amery explained the Web page design and how it could be used to let our Customers know what's going on and keeping them involved how they can serve As well. It is in Phase 1. It is Maintainable and Attainable. Phase 2 Dates of the Meeting and Minutes, things on the Agenda. Phase 3. The Vision of the Web site as a Tool over Time for the Entire District. It would be Structured to Secure the History of the District for Future Generations. Knowledge about the System could Be secured before being Lost Forever. Wouldn't have to Re-Invent the Wheel again It would also have information on the minutes, history of Policies and Measures Voted on. To get to where we are today. Still being developed. The start up Cost is \$86.05. Next year the cost will be about \$100.00.
4. Richard asked about the Deeds on the Well sites and The Reservoir. Do we Have them. Larry will check on that.
5. A Valves has been placed at the Reservoir so that Fire trucks can get water From the Reservoir in the event of a Fire, instead of having to go to Town For water to fight with.

It was recommended by Larry that we meet with the Fire Marshall and Fire Department to have them walk through the Well Houses and Reservoir to show where the Valve is and ask their recommendations on How We Can Be Better Prepared in the Event of another fire in the Future. A motion was made by Carl And 2nd by Richard Pontow that we do this.

6. Larry asked that we set a Date to Have a Work day to determine on making a decision On making Repairs to the Building, Maintenance and Painting.

The Letter of the Law Prohibits-- Volunteers and Board Members from making Decisions to make repairs and Performing Maintenance. It is currently being done!

Silas suggested that we hire a Board Member to be an Operator, to perform these Services. Currently call Hiland and it takes time for them to get Here and Perform the Service. It would be Less Costly if Board Member Rather than Employee. Food for Thought is that in next Years Budget we consider hiring a Water master.

Larry reported having a conversation with Jeb Miller of the Chenowith Water District

- A) The New Management is more amenable in assisting TWD
 - B) Possibility of hiring a Water master from CWD to assist in system maintenance.
- As of this date hasn't heard from anyone.

The Location of the next meeting will be August 26th, 2015 at Mid-Columbia Medical Center at 7:00 p.m. in the Boardroom.

A motion was made by Carl to Adjourn the meeting and 2nd by Richard Pontow at 8:38p.m.