

Tooley Water District  
Monthly Board Meeting Minutes (**Corrected**)  
September 22, 2015

Present:

Larry Russ

Richard Pontow

Debby Jones

Dave Pratt

Carl Carson

1. Regular Board Meeting

The meeting was called to order by Larry Russ at 7:02 p.m. and welcomed Dave Pratt to the meeting.

2. Reading of the minutes of the August 26<sup>th</sup>, 2015 meeting were read by Larry Russ and corrections were noted. Motion was made by Carl Carson and 2<sup>nd</sup> by Richard Pontow minutes approved by the Board.

3. Presentation of Financial Statements were presented by Larry Russ in Dave's Absence.

As of 9-21-2015 the Checking Account at Washington Federal was \$15,242.74 . The Savings Account balance was \$15,494.51.

4. Old Business:

a. Further discussion with Dave Griffin, Water Operator/ Silas Olsen, Hiland Water

Dave Griffin sent a copy of a Contract he uses with Murdock, Dallesport & Goldendale to identify some things he can do. For weekly visits to the the system for chlorination and and general site inspection his charge would be \$100.00 which would cover the first hour of work done. Time thereafter for that visit would be billed at \$50 per hour. He stated in a letter that if he were to take over the responsibility of running the entire system he thinks \$500-\$700 per month would cover weekly checks, meter reading, and monthly bacterial testing He believes that \$1000 per month would also cover accounting and billing. Other bills such as electrical, periodic water tests mandated by Oregon would be paid directly by the District.

In a previous discussion that Larry Russ had with Melvin Olsen of Hiland Water Corp , Melvin stated that if Hiland were to add on weekly visits and

chlorination to their current service the cost would be approximately equal to what board members are currently being compensated which is \$45x 5 members x 12months = \$2700.00. Hiland Currently pays our electric bill= \$130 per month. Water testing costs (averaged over a 3 year period= \$150 per month and monthly chlorine at \$10 per month.

Hiland currently charges the district \$1400 per month which includes above named amounts.

Pros/Cons:

Griffin – Pro: Close by, faster response time(?) Greater scrutiny of system to reduce which would reduce work load on volunteer board members. Experience with grant money application which could help pay for future improvements. Con: More work for District secr/tres due to change in billing procedure. A team of only one or two people. Any major repairs etc would have to be done by outside contractor

Hiland: Pro: Familiarity with system, 9 year track record, larger team of personnel, have their own equipment for major repair. Con: Further distance from district (slower response time(?) Currently less scrutiny of system in general which might be corrected if weekly chlorination visits were added to their current responsibilities. Any grant money application would be the responsibility of the board.

Pros and Cons of public water district vs private association: Public district has the possibility of securing grant money from government sources. Private association must borrow money from a bank or have enough reserves to pay for improvements.

Larry stated if he was no longer on the board he would be willing to take care of the chlorinators at the wells for a \$25.00 per week, while here in the summer.

b. Update on Dave Pratt

Dave has been transferred from OHSU back to The Dalles and is at the meeting tonight and is doing better. Good to have him here.

c. Update on the Knox Box: It was ordered today 09-22-2015 online for \$206.00

+ \$14.00 shipping = \$220.00 by Larry on His Personal Card. The Box will be mounted on The Reservoir wall. It will have the Key to the Pump House and Gate to allow the Fire Department to get water if needed to fight a Fire and replenish their water supply.

d. Mr. Wood , the County Watermaster, met with Larry on August 28, 2015 and did measurement on the:

Upper Well : 84.47' Compare to March 2012—88.63'( 4.16 feet higher)

Lower Well: 23.7' Compare to March 2012—19.7'( 4 feet lower)

He recommended that it be remeasured after the irrigation time to see if Levels come up. Will re-measure in October.

e. Result of OSHA contact letter. No response, so Larry called. They said that we had an inspection in the last 4-5 years. At that time we had no citations though MSDS sheets needed to be more visible in the well houses.

MSDS Sheets for the Sodium Hypochloite solution updated and placed at both wells.

The inspector with OSHA will be here Thursday the 24<sup>th</sup> at 2:00 p.m. Larry handed out copies of the MSDS Data sheets for the Chlorine Solution to each Board Member, as well as a Protocol for Volunteers and Board Member who either weed eat or mow the area around the Wells and Reservoir. Long Pants, Gloves , Eye Protection, and Hearing Protection will be worn by the Person doing it. Gloves and eye protection will be worn when mixing Chlorine in the tanks.

The Hazard Communication Sheet which is posted at the well houses was presented to the board. That form as well as complete MSDS for Sodium Hypochlorite has also been e-mailed to each board member.

5. Public Comment:

None

6. New Business:

Checks to sign:

Deposited: Check from Hiland for \$2128.00 Bill from Hiland for \$1407.00

- a) 1) Check signed for Hiland Water for Operation \$1407.00
- 2) Check to Larry Russ for Knox Box Purchase: \$220.00
- b) Set Date for Well House painting & Maintenance- 9-28-2015

c) Carl and Larry will meet on Wednesday the 30<sup>th</sup> of September to go over

the Check Valves on the Chlorination Tanks and mixing procedure

for the chlorine solution.

d) Suggestions on procuring new Board Members as One retires or Health prevents them Continuing in position.

1) Must be a property owner and live in District.

2) Question raised if Spouse could serve as Board member- will check on That.

3) Suggested that John Amery would be a good choice. Asked over the past couple of months if he would consider. Didn't want to pick up a new Job at this time. Concerned on water quality. He has a fresh perspective on what we are doing. He has good ideas and points out things that are beneficial. He is currently working on the website for the District.

Owners: The Arthurs, Childs, Rick Wolfe, and Dave Schlager .

e) New document requirement by Washington Federal- Requires sending board member information to Charlotte Palmer at the bank. Carl to pick up information from the courthouse. Will bring the form to members before the October meeting.

f) Larry discussed items on Hazard Communication Sheet which is posted at both well houses and provided partial MSDS sheet for Sodium Hypochlorite to all Board members (Complete MSDS posted in Well Houses and complete copies have been emailed to all board members

g) Recent request from Mid-Columbia Housing Authority.

Dave Pratt had received a request from them in June and when

the Budget Process was completed and signed had e-mailed a copy to the website address that was provided by Their Director.

He also mailed a copy. Larry mailed one as well after the August meeting.

7. Board Member Comments.

8. The motion to adjourn was made by Carl at 8:20p.m. and 2<sup>nd</sup> by Richard Pontow. The October meeting will be October 21<sup>st</sup> at 7:00 p.m. at Mid Columbia Medical Center.