



## Minutes

# Wallula Water District Monthly Water Meeting

<b>Date:</b>	April 02, 2023
<b>Time:</b>	5:07 pm
<b>Location:</b>	Wallula School House

## **Meeting Minutes**

\*Meeting date moved to today due to Easter Sunday holiday next Sunday.

### ***Call to Order***

Meeting was called to order by Mike Pringle.

### ***Attendees***

*Voting members in attendance:*

Mike Pringle

Ron Rodgers

*Guests in attendance:*

Soni Bryant

Barbara Johnson

Chuck Glessner

Dee Glessner

### ***Approval of Previous Month's Minutes***

March minutes were read and approved, with a motion by Ron and second by Mike.  
Unanimous vote. Motion passed.

February minutes were approved as presented, with a motion by Ron and second by Mike.  
Unanimous vote. Motion passed.



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### ***Board Member and Staff Reports***

#### *Chairman:*

- Mike patched the Flicker hole.
- Sulfur remediation flow software change, which is circulating the water for 15 minutes each day, did not seem to change the sulfur smells.
  - Mike shocked the system once this month.
  - Sulfur smells are currently down with spring irrigation starting up.
  - Mike will not shock the system again this season unless necessary.
- Mike has the schoolhouse furnace working properly now.
- Mike needs to call Christensen to fill the propane; levels are about 55 percent.

#### *Commissioner:*

- Billing is still off due to meter read issues, but Barbara, Ron, and Soni are working on this. The majority of customer bills are accurate.
- 3 customers in arrears.

#### *Secretary/Treasurer:* Not in attendance

- Due to the meeting date moving a week earlier because of Easter, it is too early to pay April bills. Barbara, Soni, and Tammy will be taking care of this as the bills come in.

#### *Water Operator:* Not in attendance

### ***Old Business***

- 1. Agenda Item 4A: 1099s tabled until 2023 tax season.**
- 2. Agenda Item 4B: Procedure manual updates** - Soni will continue working on this.
- 3. Agenda Item 4C: Soni completed and submitted the Annual Audit.**
- 4. Agenda Item 4D: Open Position Letter**
  - a. The county will send this letter, so Barbara does not need to create a draft.
  - b. If no one runs for an open board position, volunteers are accepted to fill positions by appointment until the next election (odd years for Wallula district).
- 5. Agenda Item 4E: Landlord Responsibility Letter**
  - a. Barbara will be working on a draft letter to notify landlords of their responsibility to pay outstanding water bills on their property.
  - b. This notice would be sent at the same time as the disconnect notice.



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### ***New Business***

1. Ron would like to update and enlarge the billing service agreements. The board will discuss service agreement changes at the May meeting.
2. The Wrights asked for permission to use the school building. Unfortunately, this is a liability issue, so no access can be given.

### ***Monthly Bills***

April bills will be reviewed when available.

### ***Further Discussion***

1. Chuck Glessner brought a printed list of questions for the commissioners to review and address later. Commissioners will review the list and discuss next meeting.
2. Dee Glessner expressed concern about customer in arrears and asked that late payments be consistently and stringently dealt with.
3. Chuck addressed sulfur remediation management and having a more specific documentation system for making and following a remediation plan.

### ***Action Items (outside of regular responsibilities)***

**Ron**: Lozinsky residence collections, bring service agreement for revision discussions.

**Mike**: Sulfur remediation (on-going, if necessary)

**Tammy**:

**Soni**: Motions/resolutions

**Barbara**: Landlord tenant arrears letter draft

**Soni, Barbara, Ron**: Finish updating billing.

### ***Adjournment***

Ron made a motion to adjourn the meeting at 6:02 pm, seconded by Mike. Unanimous vote. Motion passed.



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	<b>Bills Paid Summary:</b>	<b>Amount:</b>
1a	Pacific Power	625.33
2a	HydroTek	373.95
2b	HydroTek	30.29
3a	Soni Bryant	328.00
3b	Soni Bryat	29.96
4a	Ronald Rogers	100.00
4b	Ronald Rogers	59.02
5a	Tammy Pringle	128.00
6a	AllStar	5497.21
7a	Michael Pringle	256.00
	<b>Total:</b>	7427.76

	<b>March Treasurer Report (beginning balance)</b>	118249.05
	<b>March Water Sales (funds in)</b>	4155.68
	<b>Expenses for March (funds out)</b>	-4139.61
	<b>CD investment earnings</b>	
	<b>Bank balance end of March</b>	118265.12

The following voucher/warrants are approved for payment:

<b>Funds</b>	
<b>Voucher Warrant</b>	<b>Total:</b>
Voucher numbers: 1a through 7a	\$7308.49
<b>Payroll Warrant</b>	<b>Total:</b>
Voucher numbers: 2b, 3b, 7b	\$119.27

\*Minutes recorded and transcribed by Soni Bryant