



## Minutes

# Wallula Water District Monthly Water Meeting

|                  |                      |
|------------------|----------------------|
| <b>Date:</b>     | May 14, 2023         |
| <b>Time:</b>     | 5:10 pm              |
| <b>Location:</b> | Wallula School House |

## **Meeting Minutes**

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

Meeting was called to order by Ron Rodgers.

### ***Attendees***

#### *Voting members in attendance:*

Tammy Mayer  
Ron Rodgers

#### *Guests in attendance:*

|                        |   |
|------------------------|---|
| Soni Bryant            | Bob Baker                                       |
| Barbara Johnson        | Tamatha Wright (last half of meeting)           |
| Dee and Chuck Glessner | CarrieAnn Kintop (last half of meeting)         |
| Ray Miles              | Granddaughter of Tamatha (last half of meeting) |
| Bill Vinyard           |   |

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

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

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

*Chairman:* Not in attendance

- Mike has a bid for replacing the propane tank line, which has a leak, for \$485.37. Ron motioned to approve fixing this leak. Tammy seconded the motion. Unanimous vote. Motion passed.



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### *Commissioner Ron:*

- All meter reads are now functioning normally, with the exception of Dylan Roche whose meter is not picking up a signal. The Roche meter is not currently accessible because a non-running car is sitting on top of the meter. Ron will be addressing this.
- Barbara will be writing a list of customers in arrears for Ron.
  - The board discussed what to do about enforcing policy for customers in arrears.
  - Ron, Barbara, and Chuck will come up with a draft letter reminding residents of the shut-off policy and outlining a policy to bring customers up to date on their bills. This draft will be available at the next water meeting.
  - Chuck suggested sending this letter via certified mail.
  - Barbara suggested that if a customer needs payment assistance, they attend a meeting to allow the board to consider their payment options.

### *Secretary/Treasurer:*

- Tammy went over May bills.

*Water Operator:* Not in attendance

## **Old Business**

1. **Agenda Item 4A: Procedure Manual Updates** – Soni will continue working on this.
2. **Agenda Item 4B: Landlord Payment Responsibility Notice**
  - a. A notice went out to all landlords detailing their responsibility to pay water bills if a tenant is in arrears.
3. **Agenda Item 4C: Billing update** – all bills are up to date.
4. **Agenda Item 4D: Glessner Question List** – these questions are being addressed as a work in progress.
5. **Agenda Item 4E: Open Position Letter**
  - a. Barbara sent out the open position letter to all residents because the county only posted the opening online.



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- b. Residents can run by sending in a declaration of candidacy to run for office via mail, or they can apply online.
- c. The board discussed this with guests in attendance to explain how the election process works.

## ***New Business***

### **1. Agenda Item 5A: Rate increase for Wallula Fire House**

- a. The Wallula Fire House only pays \$116 per year for water.
- b. Tammy motioned that the fire department pay a regular water rate of \$60.00 per month. Ron seconded the motion. Unanimous vote. Motion passed.

### **2. Agenda Item 5B: Customer 63 returned check**

- a. Ron discussed the returned check issue with the resident. The county requires an NSF fee of \$40.00 to be mailed separately from the regular water payment.
- b. This issue is now resolved, and the customer is up-to-date.
- c. Customer 63 can no longer write personal checks. Payment must be via cash or money order.

### **3. Agenda Item 5C: Desert Wind Wireless was billed the annual rental fee for satellite placement on the schoolhouse.**

## ***Monthly Bills***

May bills were reviewed. Ron motioned to approve the payment of those bills, seconded by Tammy. Unanimous vote. Motion passed.

## ***Further Discussion***

### **1. Wallula Park**

- a. A handful of residents have been begun upkeep at the Wallula park. They would like to update and keep a portion of the park in working order for residents to use.
- b. The county will pay for water if the residents keep the park up, but the water lines were stolen.



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- c. A county employee will be bringing the park issue before the board at the next Walla Walla county board meeting and will be in touch with Mr. Vinyard about the options for this project.
- d. It was suggested to charge the county monthly rates during the summer for park water, along with any overage fees.
- 2. Insurance renewal will be due in August.
- 3. Residents complained about sulfur smell. Tammy notified Mike, who will shock the system.
- 4. Wallula Cemetery
  - a. Tamatha Wright will be dropping off some water district files that were handed to the cemetery board instead of the water board.
  - b. Tamatha stayed to discuss the cemetery bill with Barbara.

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

Ron: Roche meter

Mike: Propane line

Tammy: N/A

Soni: Procedure manual

Barbara: Arrears policy letter with Chuck and Ron

### **Adjournment**

Ron made a motion to adjourn the meeting at 6:09, seconded by Tammy. Unanimous vote. Motion passed.

|    | <b>Bills Paid Summary:</b> | <b>Amount:</b> |
|----|----------------------------|----------------|
| 1a | Pacific Power              | 705.78         |
| 2a | HydroTek                   | 373.95         |
| 2b | HydroTek                   | 30.29          |
| 3a | Soni Bryant                | 228.00         |
| 3b | Soni Bryant                | 59.92          |
| 4b | Ronald Rodgers             | 4.08           |
| 4a | Ronald Rodgers             | 530.50         |
| 6a | Tammy Pringle              | 128.00         |



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|    |                      |         |
|----|----------------------|---------|
| 6b | Tammy Pringle        | 56.71   |
| 7a | Department of Health | 294.50  |
| 8a | Tak Technology       | 495.00  |
| 9a | Michael Pringle      | 256.00  |
|    | <b>Total:</b>        | 3162.73 |

|  |   |             |
|--|---|-------------|
|  | <b>April Treasurer Report (beginning balance)</b> | 118265.12   |
|  | <b>April Water Sales (funds in)</b>               | 3160.46     |
|  | <b>Expenses for April (funds out)</b>             | -7427.76    |
|  | <b>CD investment earnings</b>                     |             |
|  | <b>Bank balance end of April</b>                  | \$113997.82 |

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The following voucher/warrants are approved for payment:

| <b>Funds</b>                       |               |
|------------------------------------|---------------|
| <b>Voucher Warrant</b>             | <b>Total:</b> |
| Voucher numbers: 1a through 9a     | \$3011.73     |
| <b>Payroll Warrant</b>             | <b>Total:</b> |
| Voucher numbers: 2b, 3b, 4b, 6b,7b | \$151.00      |
|                                    |               |

\*Minutes recorded and transcribed by Soni Bryant