



## Minutes

# Wallula Water District Monthly Water Meeting

<b>Date:</b>	September 10, 2023
<b>Time:</b>	5:10 pm
<b>Location:</b>	Wallula School House

## **Meeting Minutes**

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

Meeting was called to order by Mike Pringle.

### ***Attendees***

#### *Voting members in attendance:*

Mike Pringle  
Barbara Johnson  
Ron Rodgers

#### *Guests in attendance:*

Soni Bryant (via Zoom)  
Chuck and Dee Glessner  
Bill and June Vinyard  
Ray Miles  
Steve Baker  
Vicki Rodgers

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

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

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

#### *Chairman:*

- Fire hydrants:
  - Mike verified hydrant issues, and both fire hydrants were in need of repair/replacement.



# Wallula Water District Monthly Water Meeting

## Minutes

- Mike will investigate costs and possibilities of doing the maintenance in house.
- Mike suggested not paying the AllStar charge for the return of the hydrants to Wallula, since Mike asked him to leave the hydrants in Wallula in the first place.
  - Board and guests discussed the options for this.
  - **Decision:** Barbara motioned to pay the bill as sent. Ron seconded the motion. Unanimous vote. Motion carried.
- Additional discussion:
  - Return to getting two additional bids, even though AllStar has been very reliable in the past
  - Make sure quote is brought before board before work is done.
  - Mike will contact Dennis and ask if he can attend the next meeting and answer questions regarding the district's responsibilities on fire hydrants.
- Mike shocked the system for sulfur remediation and did some weed maintenance.

### *Commissioner Ron:*

- Customers in arrears: None.
- Lozensky water service was terminated, but they paid immediately and were able to turn the water back on.
- Steven Rivera had a large overage and is disputing the bill.
  - Ron suggested dismissing the overage charge.
  - Barbara drafted a policy for future customer disputes, including:
    - Checklist for items which use more water, such as having guests, pools, extra summer or garden watering, etc.
    - Checklist for water leaks or water left on.
    - Manual meter read.
    - Manual read at next meter read to see if manual read matches the equipment read.
    - Ultimately, the customer is responsible for the overage except in the case of malfunctioning equipment.
  - Barbara called Core & Main for more information on failing meters and cost of meter checks. They will be returning her call.
  - Board discussed this issue.
  - **Decision:** Customer pays bill and is reimbursed if it turns out the equipment has failed. Barbara will draft a customer dispute policy for board approval at the next meeting.



# Wallula Water District Monthly Water Meeting

## Minutes

### *Secretary/Treasurer:*

- Barbara reported on the September finances.
- Barbara is preparing some financials to present and review with the board to address the possible necessity of raising water rates.
- AllStar annual maintenance was almost double in cost this year; Barbara will investigate the reasons for such a steep cost increase.

*Water Operator:* Not in attendance

### **Old Business**

#### **1. Agenda Item 4A: Tenant landlord billing policy/procedures**

- a. It was suggested to send bills to both landlord and tenant so the landlord will know if their tenant is getting behind on the bill, since the landlord is ultimately responsible.
- b. **Decision:** Barbara and Soni will look into QuikWater options for producing two bills for landlord and tenant when necessary.

#### **2. Agenda Item 4B: Chuck Glessner resident question list**

- a. Items will be addressed as time allows at each meeting. Items 1-4 will be addressed today.
  - i. Item 1:
    1. It was suggested that we move the meeting to another evening to accommodate Dennis attending more meetings.
    2. Mike will contact Dennis to find out what day would work for Dennis to attend meetings.
  - ii. Item 2: Policy on non-payment has been addressed.
  - iii. Item 3: County or state policy for water provisions in the case of non-payment. Barbara will try to investigate this question.
  - iv. Items 4: Late fee
    1. Board and guests discussed whether this fee is appropriate.
    2. Late fee will be left as is for now.



# Wallula Water District Monthly Water Meeting

## Minutes

### ***New Business***

1. **Agenda Item 5A: New water district laptop**
  - a. Soni found a good laptop on sale at Costco for \$549.99
  - b. Mike motioned to purchase this laptop, seconded by Ron. Unanimous vote.  
Motion carried.
2. **Agenda Item 5B: Water bill dispute policy (see commissioner Ron report above)**

### ***Monthly Bills***

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

### ***Further Discussion***

None

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

Ron: Rivera overage

Mike: Fire hydrant maintenance; speak with Dennis about attending meetings

Soni: Meter reading map; printing of two bills

Barbara: Core & Main questions regarding faulty meter reads; AllStar cost increase; water bill dispute policy draft

### ***Adjournment***

Ron made a motion to adjourn the meeting at 6:15 pm, seconded by Mike. Unanimous vote. Motion passed.

#	Bills Paid Summary:	Amount:
1a	Pacific Power	1123.83
2a	Barbara Johnson	256.00
2b	Barbara Johnson	117.00
3a	Soni Bryant	153.00
3b	Soni Bryant	29.96



# Wallula Water District Monthly Water Meeting

## Minutes

4a	Ronald Rodgers	256.00
5a	Michael Pringle	128.00
6a	HydroTek	373.95
6b	HydroTek	30.29
7a	AllStar Construction Group	15681.27
7b	AllStar Construction Group	1270.18
	<b>Total:</b>	19419.48

<b>August Treasurer Report (beginning balance)</b>	115154.62
<b>August Water Sales (funds in)</b>	5744.19
<b>Expenses for August (funds out)</b>	-12288.76
<b>CD investment earnings</b>	
<b>Bank balance end of August</b>	108610.05

The following voucher/warrants are approved for payment:

<b>Funds</b>	
<b>Voucher Warrant</b>	<b>Total:</b>
Voucher numbers: 1a through 7a	\$17972.05
<b>Payroll Warrant</b>	<b>Total:</b>
Voucher numbers: 2b, 3b, 6b, 7b	\$1447.43

\*Minutes recorded and transcribed by Soni Bryant