



Wallula Water District Monthly Water Meeting Minutes

Date:	October 08, 2023
Time:	5:00 pm
Location:	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
Dennis Anderson
Chuck Glessner
Ray Miles
Bob Baker

Approval of Previous Month's Minutes

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

Board Member and Staff Reports

Chairman:

- As an unincorporated water district, the water district is responsible for fire hydrant maintenance.
- Dennis is investigating whether the district is required to do routine inspections on fire hydrants.



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- In the event the water district were not able to pay monthly bills, there is a low interest loan for obtaining funds from the county.
- Mike had to shock the system this month for sulfur remediation.
- Mike did a troubleshoot of the trickle charger, which had an indicator light on, and thinks there was a slightly loose connection, which is now fixed.
- Mike will take hydrant inventory this month.

Commissioner Ron:

- Customers in arrears: There is currently one customer in arrears, although it is early in the month.
- Ron discussed customer overages and issues.

Secretary/Treasurer:

- Barbara reported on October finances.
- There are no state requirements for water shutoff policies.
 - Most districts have similar policies as Wallula - late notice, final notice, and shut off/turn on fee.
 - The Wallula Water District 1 shut off policy will stand as is.
 - Barbara will be collecting a list of agencies who will help in the event of actual need so commissioners can refer customers in arrears to those agencies.
- Core and Main faulty meter cost is around \$2,000.00 to check and repair or replace.
 - In the case of a customer requesting a meter check, the customer would be responsible for costs incurred.
 - Dennis said faulty meters will register less gallons, not more.
 - Core and Main will send a fee structure and policy to the district.
- AllStar cost increase
 - Barbara pulled AllStar invoices for the past two years, and the prices have risen considerably.
 - As stated in the September meeting, the district will start looking at other bids on projects.
 - Dennis suggested getting an annual contract with a maintenance company and then pay for extra projects above the contract cost.

Water Operator:

- CCC program: We will revisit this in the future.
- Dennis asked if the district wants to begin regular chlorination because of the sulfur remediation issues.



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- The costs would include chlorination, testing, and monitoring.
- There is currently an AccuTab dispenser in place, which Dennis said malfunctions more often and costs more.
 - Dennis suggested bulk chlorine purchasing or purchasing through North Star Chemical distributors.
 - Dennis will investigate price options.
- Barbara suggested getting price quotes and having the residents attend a meeting to decide whether to permanently chlorinate.
- Main factors:
 - Batching numerous times a year is frowned upon by the state.
 - Some residents do not want chlorinated water.
 - Additional costs

Old Business

- 1. Agenda Item 4A: Tenant/landlord billing policy/procedures**
 - a. Tabled to November.

- 2. Agenda Item 4B: Chuck Glessner list, items 5-8**
 - a. Published policies, procedures, and guidelines: we do have a policies and procedure document in progress.
 - b. Property owner contact information: completed.
 - c. Hiring out for water disconnect and other issues: tabled.
 - d. Property owner responsibility for water bills: completed.

- 3. Agenda Item 4C: Rivera meter**
 - a. Riveras paid the overage from last month and had an overage again this month.
 - b. All equipment operating normally but will be monitored.

- 4. Agenda Item 4D: Policy for water bill disputes**
 - a. Barbara brought a draft: tabled to next month.

- 5. Agenda Item 4E: Water District laptop**
 - a. The original sale laptop was out of stock, so Soni ordered a different computer.
 - b. This new laptop will be set up and turned over this month.



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New Business

1. Water district CD. Barbara will look into the amount of the CD.
2. The October meeting was moved to Monday at 5:00 to accommodate Dennis attending some meetings.
 - a. However, Mike's schedule will change again in November, thus making the new Monday meeting time unworkable.
 - b. Dennis would like to attend Wallula meetings every other month.
 - c. Board and residents discussed meeting time options.
 - d. **Decision:** Keep the meeting on the second Monday of the month but change the time to 7:30. Ron motioned to change the time. Barbara seconded the motion. Unanimous vote. Motion passed.
3. Ron suggested discussing a rate increase at the November meeting.

Monthly Bills

October bills were reviewed. Barbara motioned to approve the payment of those bills, seconded by Mike. Unanimous vote. Motion passed.

Further Discussion

1. Dale and Faith Bates water bill came back "return to sender." Barbara will check with the post office about this issues.
2. Bob asked about fire district use of water district water – they have not used water from Wallula hydrants this year as far as is known.

Adjournment

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



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#	Bills Paid Summary:	Amount:
1a	Pacific Power	979.95
2a	Matrix Sciences International (KUO)	357.00
3a	Soni Bryant	128.00
3b	Soni Bryant	559.76
4a	Barbara Johnson	256.00
5a	Roland Rodgers	256.00
6a	Michael Pringle	256.00
7a	HydroTek	373.95
7b	HydroTek	30.29
	Total:	3196.95

September Treasurer Report (beginning balance)	108610.05
September Water Sales (funds in)	6740.58
Expenses for September (funds out)	-19419.48
CD investment earnings	
Bank balance end of September	95931.15

The following voucher/warrants are approved for payment:

Funds	
Voucher Warrant	Total:
Voucher numbers: 1a through 7a	\$2606.90
Payroll Warrant	Total:
Voucher numbers: 3b, 7b	\$590.05

*Minutes recorded and transcribed by Soni Bryant