



Wallula Water District Monthly Water Meeting Minutes

Date:	December 11, 2023
Time:	7:30 pm
Location:	Wallula School House

Meeting Minutes

Call to Order

The meeting was called to order by Mike Pringle.

Barbara motioned to appoint Dee Glessner to the unexpired term of Commissioner Ron Rodgers, who resigned as of the November meeting. Mike seconded the motion. Unanimous votes. Motion carried.

Attendees

Voting members in attendance:

Mike Pringle
Barbara Johnson
Dee Glessner

Guests in attendance:

Soni Bryant
Dennis Anderson
Chuck Glessner
Ray Miles
Bill and June Vinyard

Approval of Previous Month's Minutes

November minutes were read and approved, with a motion by Barbara and second by Mike. Unanimous vote. Motion carried.

Board Member and Staff Reports

Chairman:

- Mike and Dennis will meet about routine maintenance needs and costs.



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- Mike plans to paint the fire hydrants and will be purchasing the paint.
- Mike shocked the system twice this month for sulfur remediation.
- Mike fixed the fallen *No Trespassing* sign in the schoolhouse parking area.
- Mike replaced the meter head at the FirstFruits residence.
- The trickle charger was showing a low battery notice again and may need replaced.
- There is a leak in Wellhouse Two roof. Mike was not able to find the leak but will be investigating the issue.
- The back of the school house has been graffitied and needs to be painted.
- The bill deposit box needs moved from Ron Rodger's residence to a new location.

Commissioner Dee:

- The meter lid at Dr. Carter's (tenant Moreno) residence needs replaced.
- The water at the vacated Wood's house needs to be turned off. Barbara found the owner's address and is planning to send a letter notifying the owner.
- Dee asked about water shutoff notices. Ron left a box with Mike with the notices, keys, and other items.

Secretary/Treasurer:

- Barb reported on customers in arrears:
 - Nation - 274 Douglas Way
 - Simmons
 - USPS
 - Joe Wood – landlord will be notified
- Barb will check in again with Core and Main again for a fee structure document, as they were updated the information at last correspondence.

Water Operator:

- Chlorination options
 - The cost is similar for different sizes of tanks, but chlorine degrades rather quickly, so a smaller tank is a better option for the Wallula water system.
 - Costs:
 - The tank list price is around \$1000.00. Dennis found one for \$800.00 and is investigating other options.
 - The calculations for overall costs are based on daily averages.
 - Testing requirements would probably cost about \$1000.00 annually.
 - It's possible that only one of the water sources would need to be chlorinated.
 - Chlorine testing would be a daily requirement.



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- **Recommendations from Dennis:**
 - 15-gallon tank, filled with less chlorine.
 - Stenner pump. with a .3 to 5 gallon adjustment range.
- Mike suggested regular chlorination until the pump is installed.
- Venting will be necessary to maintain equipment.

- **Decision:** Barbara moved to have Dennis notify the state and move forward as per his recommendations. Unanimous vote. Motion carried.
 - Dennis will contact the state and notify of intent to chlorinate.
 - The board will follow instructions per state regulations.

Old Business

1. Agenda Item 4A: Chuck Glessner inquiry list

- a. The next group of questions on Chuck's list is mostly related to finances, which will be addressed with the end-of-year finances at the February meeting.
- b. Landlord tenant questions (#8-9):
 - i. Board continued to discuss this issue.
 - ii. Dennis suggested billing the landlord exclusively; Barbara will look up property records and find landlord addresses.
 - iii. The board will need to notify landlords of this change in policy.
- c. If shutoff issues become a problem, the board discussed outsourcing the arrears and shutoffs responsibilities.

2. Agenda Item 4B: New laptop and Quikwater transfer

- a. The new laptop is setup and data is transferred
- b. Soni and Barb are finishing up the setup details.

- 3. **Agenda Item 4C: Commissioner division of responsibilities:** Barb and Dee will discuss this together.

New Business

The board discussed where to move the bill drop box. Mike will move the box across the road from his house near the bus depot.



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Monthly Bills

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

Further Discussion

1. Water shutoff for customers in arrears
 - a. Board discussed the 2021 policy, and Mike’s new responsibility of enforcing of this water shutoff policy, in the absence of Ron.
 - b. Mike will place the shutoff notices at 40-45 days in arrears and give 72 hours to pay in full plus interest. The disconnect is \$25.00 and the reconnect is \$25.00.
2. Water meters need to be accessible for reading and disconnect. Board discussed options for addressing the inaccessible meters at several Wallula residences.

Adjournment

Barb made a motion to adjourn the meeting at 9:15, seconded by Dee. Unanimous vote. Motion passed.

#	Bills Paid Summary:	Amount:
1a	Pacific Power	699.10
2a	Core & Main	288.23
2b	Core & Main	23.34
3a	Barbara Johnson	256.00
4a	Soni Bryant	328.00
4b	Soni Bryant	137.57
5a	Tak Technology	250.00
6a	HydroTek	373.95
6b	HydroTek	30.29
7a	Michael Pringle	256.00
	Total:	2642.48



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November Treasurer Report (beginning balance)	96110.06
November Water Sales (funds in)	3188.94
Expenses for November (funds out)	-2365.04
CD investment earnings	
Bank balance end of November	96933.96

The following voucher/warrants are approved for payment:

Funds	
Voucher Warrant	Total:
Voucher numbers: 1a through 7a	\$2451.28
Payroll Warrant	Total:
Voucher numbers: 2b, 4b, 6b	\$191.20

*Minutes recorded and transcribed by Soni Bryant