



# Wallula Water District Monthly Water Meeting Minutes

<b>Date:</b>	May 13, 2024
<b>Time:</b>	7:37 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  
Dee Glessner

#### *Guests in attendance:*

Soni Bryant (via Zoom)  
Chuck Glessner  
Dennis Anderson (via Zoom)

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

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

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

#### *Chairman:*

- School house water will be winterized when Mike has time.
- The new chlorination pump is set at the highest level of pump output options, but chlorine levels are still below required amounts. The chlorine concentration was already increased. This could mean a larger pump is necessary.
  - The Department of Health engineer has to sign off on the pump, so Dennis will get more data for determining what is needed to reach recommended levels before scheduling the engineer to come.



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- The chlorination pump only runs a few hours a day on summer water usage, which may mean a larger Stenner pump is needed for providing larger individual dosages.
- Booster pump bladder replacement was completed by AllStar.
- The tank recirculation valve failed, and AllStar is getting back to Mike about scheduling this maintenance. Mike will touch base with them this week.
  - Dennis said since summer usage is picking up, the tank is fine without circulation for now.
  - Dennis and Chuck discussed how to perform valve isolation and tank maintenance while still following the state requirements for supplying water to customers.
- After looking into many options, Mike cannot find the cement meter lids. The district may have to buy a new valve box or fabricate a lid.
  - Dennis will look for used lids or plastic replacement boxes.
  - Mike sent Dennis the box specs.
- Mike repaired the small water district outbuilding.

### *Commissioner Dee:*

- Dee went over May bills.

### *Secretary/Treasurer:*

- Two customers in arrears with potential for shutoff
- Mike will give Barb the phone number for the company buying bulk water from Wallula so Barb can bill them.

### *Water Operator:*

- Dennis will revisit the CCC program survey results and draft for the new board members to approve. Dennis reviewed the CCC program implementation options.
  - The cost is probably between \$500-700 per resident.
  - Dennis will send digital copies of the CCC program draft to each commissioner for their review.

## **Old Business**

### **1. Agenda Item 4A: First Fruits Meter**

- a. Mike gave Barb the meter number. Barb added it to another section in Quikwater and will see if the meter reads this month.



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- 2. **Agenda Item 4B: Annual Audit – Soni submitted the 2023 audit report.**
- 3. **Agenda Item 4C: Microsoft Office for district laptop**
  - a. Soni will buy and install Office at the next meter reading.

## ***New Business***

- 1. *Equipment alert system.* Dennis said this could be done via mobile app; he will investigate some viable options.
- 2. New owner water on/off policy
  - a. Barb asked the mortgage company to pro-rate the amount between buyer/seller for the current home being sold.
  - b. The new resident must sign a new user contract and pay a water turn on fee.
  - c. Board needs to set a policy for customers selling property.
- 3. The board will later set a date for reviewing and updating policies and procedures.

## ***Monthly Bills***

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

## ***Further Discussion***

- 1. Water Management Options.
  - a. Barb reviewed information she researched regarding water management system options. She will continue to gather information so the board can take this into consideration while gathering budget information.
  - b. One company is putting together a proposal.
  - c. If a company owned the district, they would not need a board.
- 2. DOR still shows a balance due for the excise tax, but the check from Walla Walla County cleared on March 26, 2024. Soni messaged the DOR online and will wait to hear back.

## ***Adjournment***

Dee made a motion to adjourn the meeting at 8:43, seconded by Mike. Unanimous vote. Motion passed.

#	Bills Paid Summary:	Amount:
1a	Pacific Power	1365.33



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2a	Christensen	0
3a	Department of Health	295.75
4a	Tak Technology	525.00
5a	Barbara Johnson	128.00
5b	Barbara Johnson	0
6a	Soni Bryant	178.00
6b	Soni Bryant	0
7a	Dee Glessner	128.00
8a	Michael Pringle	128.00
8b	Michael Pringle	230.21
9a	HydroTek	373.95
9b	HydroTek	30.29
	<b>Total:</b>	3382.53

<b>April Treasurer Report (beginning balance)</b>	98303.00
<b>April Water Sales (funds in)</b>	4168.14
<b>Expenses for April (funds out)</b>	-3574.34
<b>CD investment earnings</b>	
<b>Bank balance end of April</b>	98896.8

The following voucher/warrants are approved for payment:

<b>Funds</b>	
<b>Voucher Warrant</b>	<b>Total:</b>
Voucher numbers: 1a through 12a	\$3122.03
<b>Payroll Warrant</b>	<b>Total:</b>
Voucher numbers: 5b, 6b, 9b, 10b	\$260.50

\*Minutes recorded and transcribed by Soni Bryant



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