

**MINUTES FROM THE REGULAR BOARD MEETING OF THE
BARLOW WATER IMPROVEMENT DISTRICT**

March 9,2024

The Barlow Water Improvement District (BWID), an Oregon Corporation, organized pursuant to ORS Chapter 65; operating as a nonprofit water improvement district pursuant to ORS Chapter 554, holds this regular membership meeting at our office conference room located at 106A N Morrow Rd in Pine Hollow on this 9th day of March, 2024.

Chairman Kim Schlaht called the meeting to order at 9:04am. Directors present: Kim Schlaht, Steve Ferrell, James Birchfield, John Turner, Glenn Miller and Steve Gordon. Also in attendance were Barlow Water employees Laurie Barnes, and Don Veenker. Also in attendance were Carl and Judy Drain. Melanie Birchfield was not in attendance.

Minutes from the BWID board meeting held on January 13, 2024 were reviewed. Steve F. motioned to approve the minutes. John seconded the motion, which was approved by all board members present. Kim mentioned board meetings will start on a monthly schedule with next meeting on April 13, 2024.

January and February 2024 financial reports were presented to the board. Steve G. read the financial report for February 2024. Glenn motioned for approval and Steve F. second to approve the financial reports. The financial reports are attached as a separate document to these minutes. Laurie is to double check the receivables 121+ day accounts past due as the number seemed high. She will verify with Dawn. Laurie was not sure on totals.

January and February 2024 system reports were presented to the board. Don read the system report for February 2024. The system reports are attached as separate documents to these minutes. We discussed the demand charges and the credits and to the change the date to the first of the month for turn on.

Issues due to weather with Don Veenker's property destroying a portion of his driveway due to main water line breaking. Chairman agreed to compensate Mr. Veenker for driveway repairs when the time comes.

The discussion regarding insuring fire hydrants email from Steve Silva the insurance person and recreational immunity article was discussed. Everyone received article via email too. Board discussed donating to Park and Rec district, but it would not be advantageous to the park and Rec district for financial reasons. Don mentions any recreational lot is used for recreational purposes; public lots are not liable. In the past, Larry spoke with the USDA who said Barlow Water could not donate due to lowering the value. Steve G. mentioned there really is not value loss and would make more sense for the park and rec maintaining the lots verse us. Don mentioned that the Fish and game would lose money. Don applied for a grant to purchase two outhouses for the lots heavily used, Sentosa and Lakewood. Something to think about in the future is handicapped restrooms. Steve F and Don mentioned it would be a lot of work. Don explained the difference of purchasing in the USA and Canada. In the USA one outhouse will cost roughly \$50,000 and Canada will cost \$21,000 including shipping. He is hoping to get the grant so he will be able to purchase 2 outhouses for nearly the price of one in the USA.

Laurie will be ordering port a potties for the rec lots the first part of May 2024, no later than May 10 with Bishop Sanitation. Pick up of port potties will be roughly September 6, 2024.

Don will need to order a lift to help with reprogramming the radio antennas. He is waiting on weather to improve. He will be going from Fire station to the water tower with the reprogramming. At this point there is no longer parts for repair, but board will need to consider replacing in the future. The computer guy assisting Don will be helping with the reprogramming of the radio frequency.

No update on the insulation of the out of district property. Don is waiting for the weather to improve. Don will take care of the needed preparation and costs. Winter put a halt on this. Property owner will be billed for the costs.

The SCADA system is complete rebuilt. Thank you, Ron Peper. Don states running like a new computer system. Don stated we have a backup disk and hard drive to keep it running forever.

There have not been any updates on the generator grant. Steve G. will contact Warren / Larry about the generator grant.

There have not been updates on the Covid tax relief. Laurie will check into this.

Golf cart update, Don had ordered the part and had to return it as it was the incorrect part. The correct part is on order. There was a credit of \$199 issued for incorrect part.

Discussion on the snow guard for the roof Don will install. Don will install, he did mention there is no plywood under the roof. He is thinking to install sheet metal to catch the snow sliding down the roof. Don will need to buy appropriate screws and seal. Concern the snow could fall onto the customer when entering the office.

Don states no flooding this year.

Steve F. suggested the board considers pest control for the ant issues the office is having. He suggests John the pest guy. Stated the cost is \$250 initial startup fee and \$125 annually. Board approved for Steve F. to order this. Laurie can set a schedule with pest guy.

The CCR for 2023 will be mailed out by early April.

The newsletter and ballots will be going out by May 1, 2024. Steve F., Melanie and Steve G. terms all are expiring this year. I handed out sample bio for those wanting to run for another term. Will need bios for those running for another term by April 1, 2024 for include on ballots. Any questions please reach out to Laurie. Carl Drain received a sample bio list who was at the meeting as a guest and is interested in running for a position on the board. If you know of anyone interested in running for a position on the board, please tell them bios are need and due by April 1, 2024. Thank you!

Steve G. stated he will not be running; he is ready to retire.

Don talked about the water leak that was close to his house. He stated that due to excessive water it destroyed his paved driveway. Don is seeking Barlow Water for cover damages due to pipe break. He mentioned and 1 ½ inch pipe on top of 4-inch main line is an unknown line at this time. Barlow Water will cover the cost of Dons driveway repair.

Don contacted Butch regarding grinding asphalt. Butch will get back to Don with further information. April meeting, Don will check valves for exposure to outside (potholes) elements. Will help determine how much gravel will be need for our next order. Chairman suggest Don drive around community and check the valves for exposure when weather allows.

Questions/Comments:

Laurie will check with Dawn regarding late payment for financial report for February 2024. Laurie will update the board as needed.

The meeting was adjourned at 9:59am.

THE NEXT MEETING IS SCHEDULED FOR SATURDAY, April 13, 2024 at the Barlow Water Office at 9:57am.

We, the directors of the BWID, do jointly and individually concur in the foregoing, and acknowledge that the foregoing occurred at this meeting held on March 9, 2024.

Reviewed and approved during the April 13, 2024 meeting.

Motion to accept: _____

Seconded by: _____

Approved by: _____ Board Members Present