

UNION HILL WATER ASSOCIATION
5020 236th Ave. NE
REDMOND, WASHINGTON 98053

Board of Trustees Meeting

November 9, 2021

President Al Spencer called the meeting to order at 5:28 pm. Board members, Colby Caywood, Steve Sergev, Jim Kleppe and Rick Hardesty were in attendance. General Manager Teresa Fowlkes was also in attendance.

Minutes of Previous Meeting

The minutes from the October 12, 2021, meeting were reviewed and accepted as annotated.

New Agenda Items

There were none.

Member Comments/Requests

There were none.

Manager Report

- Roderick Extension – Pressure reducing vault and the casing through the wetland area have been installed. Watermain install started.
- South Reservoir SCADA Upgrade – This project is part of the 2020 – 2021 budget. Parts we are waiting for have been delayed until December.
- Office Manager – Sheila Miller accepted the offer of employment. She will start November 16th.
- Restoration Work, Association Office – The restoration work is complete.
- Office Exterior Painting – Completed last week of October.
- Water Main Break – The break occurred Friday, October 29th, at NE 54th east of 228th. The main is an 8” PVC pipe. At the point of the break the main had 2 asbestos cement coupling holding it together. Why it came apart is hard to tell. Repair was hindered by underground wiring. The 14 foot trench needed to make the repair was dug by hand. A break normally takes about 6 hours to fix, this one took approx. 13 hours to repair.
- Fire Hydrant Repair – During the repair of the water main it was discovered that 2 hydrants needed replacing. One had a broken coupling inside and the other was determined to be too hard to operate. Both replacements are complete.

Discussion

- a. Audit – Discussion.

- b. Employee Manual Changes – Discussion. Further review was requested and handled through email. Jim Kleppe moved to accept the changes to the employee manual as amended. Rick Hardesty seconded. Approved (approval provided through email)

Financial Report

Financial comparisons were sent to the Board for review.

Old Business

There was none.

New Business

There was none.

Action Item Review

Earthquake Preparedness

Meeting adjourned at 6:11 pm.

Steve Sergev Secretary/Treasurer

Date _____