

Forest Park Water Users Association (**Draft – will be approved 3/25**)  
Annual Water User Members' Board Meeting  
Friendship Baptist Church @ 7:00

**Date:** March 18, 2024

**Board Members in Attendance:** Tom Jandron, Andrea Pulido, Solomon Redfern, Andre Mace, Matt Dorrington, Danelle Redfield, Greg Lorensen, Brett Brownscombe

**Not Present:** 0

**Water User Members in attendance:** See attached sign in

**Q = question from a FPWU member:**

**A = answer to FPWU member's question**

**Comment = from a homeowner**

**Called to order:** 7:04pm

- Roll call/ Members Present per sign in sheet: Teri Dorrington, Don and Donna Paul, Vince Bowen, Mark Dockter, Vanetta Nyman, Lisa Fjeldseth, Brett Brownscombe, Howard Gehrke, Danielle Redfield, Janie and Garry Wunderwald, David Klass, Martin Forsman, Dave Mott, Jenifer Wilson
- Approval of the Minutes from March 2023 Annual Meeting

**Report from QCO:** Duncan

- Report – flow 482,00 for Feb, increase from Jan of 1800 gallons a day- probably due to hotter weather- tracks with last year. Duncan did a well pump replacement for well 1- activated it and found a lot of sediment in well- worked on cleaning the pump and now it is fine. Well 1 and 2 are running. Will flush system on April 4<sup>th</sup> so doesn't have to be flushed during irrigation season and this will carry us through the irrigations season. All tests were good.

Q: Do we stop using water during the flush?

A: (Duncan) – no – it could kick up some dirt but don't need to refrain from using water

Q: Did you flush the hydrant on the high pressure loop?

A: No, but will.

We will be locating curb stops on Beaver Lane

Q: Plumber came to shut off curb stop and couldn't – he shut off the line but didn't do anything to the curb shut – need it fixed - 57 Pine Ridge Circle

A: Duncan/board members will check it out

## **President's Report:**

- **Power Point Presentation to the Community:**

- Outside watering schedule (by lot number- hand out map of lots provided)
- Rate review – current \$70 for 15,000 with an additional charge if use over 15,000
- ARPA project overview (projects it will cover) - new pumps, Beaver Lane main waterline and new curb stops, new radio system new electrics, VDF
- Beaver Lane Project should start 2<sup>nd</sup> week of May- will take about a month of work at the most. There will only be water interruption one day. Residents will be able to access their house, but there may be a one lane diversion for traffic.

Q: Will the County help with Beaver Lane project?

A: No, but they might regarding the road a bit.

Member concern- water flooding into their yard because of the way the road is. County snow plowing has pushed dirt down and they have lost dirt.

A. It is a county road, we will try to talk to them to see if they can do something but Members should talk to the county directly.

- Future expenses (planned improvements) – replacement of all old lines and all related costs– total cost for all future projects over time could be \$1,920,000

Comment on replacements—ARPA is paying for half the cost- matching grant- a win for us – why we decided to do it this year.

- Proposed changes to the By-Laws- (hand out with changes to/new proposal available – see below after the minutes - please review and send comments to the FPWUA email)

The reason for these changes is we didn't have anything thorough and clear enough about the regulations, or about how to do improvements or work on parts of our public water system. Individuals have done their own work which could damage the system. The general idea is no one should touch the water system without the permission of the Board. We need to have curb stops, lines and the meters working the way they are supposed to, so we understand how much water is going through and we need to know if we are having water loss. These proposed by-laws are based on

what several other municipal water systems have as their regulation. Our current regulations are old, outdated and limited

Q: What if there is an emergency and we need to shut the water off-

A: should have a shut off valve in your home.

Q: What is the Board and members responsibility if you have a broken line?

A: New bylaws- services from where the line to your house tees off from the main line- through the curb stop to your home are homeowners responsibility.

Q: Problem with original curb stop- 6 feet under and in the middle of the driveway on Beaver Lane – Will they have to hook up to the original curb stop or will there be a new curb stop?

A: Will have to use the original one so will have to dig up your drive way where it is.

Comment from Solomon and Tom- Main goal of our system should be that all the main lines will be providing water consistently to the houses - that should be our main goal moving forward. The system is over 40 years old and has issues, including some from individual users - doing work, making changes, not maintaining the systems in their houses. We need to focus on moving forward and making sure the system works well for everyone, by making sure the main lines are working. The original plan was to start at the bottom and work our way up with the lines. We may have to do other things beside the main lines, but we will have to look at all these over time (new wells, etc).

Q: Are you saying the waterboard is in control of the water coming into our lines

A: Basically yes- if you need to turn the curb stop off you still need the Board's permission. Similar to the gas company- need to call them to shut off your gas. Same as other municipal systems, you are not to touch the public system without permission.

Comment by Tom- all new pipe put in now from wells and new lines, etc., are HDPE and will last much longer than what we have in most places.

Q: Are we ok on our water supply?

A: It is a concern. Possibly need another water tank. If well 1 goes out, we will have problems. Well 2 has manganese and some arsenic and well 3 has fluoride and some arsenic. Now we blend with well 1, so if that goes out, we are in trouble. May need to look into a back up plan. An extra tank buys you more time but doesn't solve the problem.

### **Treasure/ Financial:**

- P&L/Balance sheet report- \$30,000 more this year than last year in Feb. Total Assets (with CDs and all account) \$191,700+ and Net income in Feb - \$7,000+ (finances are good with no issues)
- Bills signed for Payment: CenturyLink - \$52.67; Triple Tree Engineering - \$2,053.86; Energy Laboratories Inc. - \$33.00; Northwestern Energy - \$1,325.75; Quigley Creek Operation, LLC - \$2,960.00; Lindsay Drilling - \$9,060.00
- Treasures Report
  - o Financials – 2023 gross income less than 2022 but had less expenses in 2023. We are still in good financial standing (if you want exact figures, contact Tom or Greg)
    - We have various projects going on, including replacing the main line on Beaver Lane. Able to borrow money against our CDs from the bank- should end 2024 with about 150,000
  - o Audit Report – has been completed – will be reported at next meeting

### **Committee Reports:**

- Water Committee – information included in other parts of the meeting.

### **Website:**

- Website has been updated with 2023 meeting minutes. Early 2024 minutes will be approved at the April meeting and put on the Website. A draft of this meeting will be posted but cannot be approved until the annual meeting in 2025.

### **Unfinished Business/ Additional Questions/Comments:**

- Automatic billing system- we are looking into it and trying to find a system that is easy for everyone. If anyone has expertise or information about this, please let us know.
- ARPA: Proposed projects start date 2<sup>nd</sup> week on May

### **New business**

- Looking for a replacement to do the billing – Greg has been doing it for many years and would like to step down.
- Please speak to your neighbors about joining the Board and taking on some responsibilities. It is interesting work to be on the Board and you get to meet a lot of people in the community, so please consider volunteering.

**Next meeting:** April 8, 2024, 7pm

**Meeting adjourned:** 8:31

**\*\*Proposed changes to/new By-Laws: Please Review and send comments to the FPWUA email**

### **Article XIII - Supplying of Water**

The following rules shall regulate the use and supply of water:

**Section 1.** The corporation must supply water to each lot in Forest Park Estates Subdivision I & II upon request, so long as the lots payments are current, and each lot owner must accept water from the corporation as the lot's sole water source. Any lot owner connected to the Forest Park Water System shall pay the water rate assigned and assessment established by the board. Water rates and assessments shall be set uniformly to provide current funds for operation and a reasonable reserve for repairs and replacements. Reserve funds shall be expended only upon the order of the board. Special assessments may be made by the board in the event of a water system emergency.

**Section 2.** No member may supply water to another person or lot other than their own without permission of the board, and this is granted on an emergency basis only. Any member outside the Forest Park Estates subdivision I & II that also has private water facilities may be inspected by the board or its agent at all reasonable times upon notice to ensure that facility cannot contaminate the Forest Park Estates Water Users System. Lots within Forest Park Estates subdivision I & II may not have or use other water supplies, such private wells, etc., due to their impact on the existing water supply, the potential for contamination, etc. The corporation shall not be liable for any damages to members for defective lines or fixtures, leaks, lack of water, or improper maintenance of facilities

**Section 3.** All applications for the use of water must be made to the FPWUA board. Every such application must be made by the owner of the property to be served or the owner's authorized agent and must include the purposes for which the water is required. The applicant must agree to conform to these rules as a condition of use of water.

**Section 4.** No person supplied with water from the FPWUA water mains will be entitled to use it for any other purpose than those stated in the application, or supply in any way other persons or families.

**Section 5.** The service pipes must be so arranged that the supply to each separate house or premises may be controlled by a separate shutoff valve placed within the right of way near the property to be served, which valve shall be placed within a visible and accessible curb box, and one person, company or association must pay for all the water used through said service for his, her or their own use, or for the use of others to whom it may be accessible.

**Section 6.** Where water is now supplied through one service to several houses, buildings, families or persons, the FPWUA board may either decline to furnish water

until separate services are provided or may continue the supply on the condition that one person shall pay for all on the same service.

**Section 7.** The water may be shut off at any time from the mains without the notice for repairs, extension or other necessary purposes, and persons having boilers supplied by direct pressure from the mains are cautioned against danger of explosion or collapse. The board will not be responsible for the safety of the boilers on the premises of any water consumer.

**Section 8-** Water will not be furnished where there is defective or leaking faucets, closets, or other fixtures, and when such may be discovered, the supply will be withdrawn until the proper repairs are made.

**Section 9.** The FPWUA shall not be responsible for pipes and fixtures; all owners, at their own expense, must keep service pipes from FPWUA water mains and all their apparatus in good working order and properly protected from frost or other dangers. No claims shall be made against the FPWUA on account of the breaking of any service pipes or apparatus, or for accidental failure in the supply of water. No reduction from the regular rates shall be made for any time that service pipes or fixtures may be frozen.

**Section 10.** The board may limit the use of water for irrigation or other outdoor use and may set a special rate for such use in addition to the domestic use rate. In addition, all usage of FPWUA produced water is subject to water reduction measures that will be in effect for various water supply emergencies. Water service may be shut off without notice for violations. If water service is discontinued, service may not be restored until applicable fees charged for turning the water on and off and outstanding penalties are paid

**Section 11.** No plumber/approved contractor or other person will be allowed to make connections with the FPWUA mains or make connections in any conduit, pipe or fixture connecting therewith, or to connect pipes when they have been disconnected, or to turn water off or on for any premises without permission of the FPWUA board .

**Section 12.** None but competent and licensed plumbers or approved contractors by the board shall be allowed to do any work in connection with the FPWUA service where water may be drawn from the FPWUA water mains, and all plumbers/contractors must make in writing an accurate return of the work done within twenty four (24) hours after completion, and before water will be turned on the plumber/contractor must describe the position of the service pipes, ferrules, stop cocks, shutoff valves and other fixtures, outside of buildings, by reference to street and lot corners, in a form approved by the FPWUA board.

**Section 13.** Plumbers/contractors failing to perform their work according to the established rules and regulations, or executing it unskillfully to the detriment of the FPWUA board, may be barred from making connections to the FPWUA mains by order of the board.

**Section 14,** The board or its agents have free access at proper hours of the day to all parts of buildings in which water is delivered from the FPWUA mains for the purpose of inspecting the condition of the pipes and fixtures, the manner in which the water is used , and for the purpose of reading meters.

**Section 15.** The water rates shall be charged against the property to which it is furnished and against the owner thereof, and if for any cause any sums owing therefor become delinquent, the water shall be shut off from the property and in no case turned on again until all such delinquencies have been paid in full. No change of ownership shall affect the application of this rule.

**Section 16.** All accounts for water shall be kept in the name of the owner of the property and not in the name of any tenant, and the owner only, or his legally authorized agent, shall be held responsible for payment of water rates.

**Section 17.** On failure to comply with the rules and regulations established as a condition to the use of water, or to pay the water rates or meter rent, or any charge or penalty imposed, in the time and manner herein provided, the water may be shut off until payment of the amount due is made, together with an amount to be set by resolution to cover the expense of turning the water on and off. In addition, any time an individual requests that the water to a home or place of business be turned on or off, there shall be assessed an amount to be set by resolution for turning the water on and off

**Section 18.** Should the occupant of the premises turn on the water, or cause it to be turned on after it has been shut off at the curb cock or shutoff valve, it will be turned off at the main, and an amount to be set by resolution to cover the expense of turning it off and on, payable before the water is turned on.

**Section 19.** The following acts are prohibited:

- A. To use FPWUA water or permit it to be used for any other purpose than that for which the party pays water rates.
- B. To permit water pipes or fixtures to remain in a leaky condition.
- C. To allow water fixtures to be run when not in use for the purpose intended.
- D. To open, close, turn or interfere with, or to attach to, or connect with any fire hydrant, stop valve or stop cock belonging to the public works department.

**Section 20.** All meters shall be and remain the property of the FPWUA and may be removed at the discretion of the board. Should a meter fail to register accurately, the consumer shall be charged at the average daily consumption as shown by the meter during the last three (3) months that the same was in good order. All consumers of water services from FPWUA shall, prior to receiving water service from the FPWUA, install an approved water meter obtained from FPWUA as hereinafter provided.

Only water meters obtained from FPWUA may be used for the metering of water consumption for FPWUA water billing purposes. The fee for obtaining a water meter will be set by the water board.

**Responsibility For Repair or Replacement:** A water meter may not be installed for use or connected to the FPWUA system until approved by the board. After an approved installation of a water meter, FPWUA is responsible for its repair or replacement, except when the repair or replacement is required because of damage to or loss of the meter due

to a negligent or intentional act by the customer, in which case the customer is responsible for the repair or replacement. When a customer is liable for the repair or