

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

September 12, 2026

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 day 12, September 2026.

Chairman Kim Schlaht called the meeting to order at 9:05 am. Directors present: Kim Schlaht, Steve Ferrell, Rob Copher, and Carl Drain were in attendance. Barlow Water employee Steve Pleasant was present. Not present: Melanie Birchfield (board member) Ashley Pleasant (fill in position)

Minutes from the BWID board meeting held on July 11, 2026 were reviewed. Rob Copher motioned to approve the minutes. Carl Drain seconded the motion, which was approved by all board members present.

July 2026 financial reports were presented to the board. Kim explained that July financial report was completed and the August financial report was still being completed. Carl Drain motioned for approval. Steve Ferrell seconded to approve the financial reports, which was approved by all board members. The financial reports are attached as a separate document to these minutes.

July & August 2026 system reports were presented to the board. Steve presented the system reports. July was peak for water usage.

OSHA complaint was discussed. Steve Pleasant created response and sent to board and to OSHA. Steve Pleasant did due diligence in going through systems and water department to ensure everything is compliant. OSHA responded stating Barlow Water Improvement District was and is in complete compliance.

There are currently two open board seats, Kim nominated Rob to be interim treasurer. Steve Ferrell seconded the nomination. All board approved Rob as the interim treasurer. The board would still like to fill the to 2 open positions.

The board approved the service agreement update which added the clause regarding the back flow requirements for new services.

Customer exceptions: board discussed the one-time exception for a customer that had a leak, approved by the board. Exception approved to set bill to normal \$66 bill for this instance. Board also discussed a customer request for financial assistance. That is currently not something that BWID offers at this time.

Water Service Requests: 3 new services need to be completed. Board discussed the open requests and what needs to be done to complete each service.

Well 9 updates given by Steve Pleasant on what has been done and what still needs to be completed.

The board discussed the current spending limit set for the water operator and office manager.

Rob Copher motioned to raise the limit to \$2000 for both the water operator and the office manager. Steve Ferrell second this motion. Motion was approved by all board members present.

Kim discussed the internal protocol for hiring temporary workers. Mentioned that Steve Pleasant has the ability to hire assistance for up to \$1000 without the board's approval.

Board Comments & Questions:

Rob Copher would like individuals working as contract employees to have their own insurance coverage.

Rock Creek Water & Sewer asked about an extra generator. BWID is using the generator at well 2. There isn't currently a extra generator available for Rock Creek to use.

Steve Pleasant discussed the generator's function when we have a power outage. The generator only runs the shop building and well 4 & 6. The office does not have power so we need to look into getting everything hooked up properly.

THE NEXT MEETING IS SCHEDULED FOR October 10, 2026 at the Barlow Water Office at 9:00am. 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 September 12, 2026. Meeting adjourned at 10:25 am.

Reviewed and approved during the October 10, 2026 meeting.

Motion to accept: _____

Seconded by: _____

Approved by: _____ Board Members Present