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

November 14, 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 14, November 2026.

Chairman Kim Schlaht called the meeting to order at 9:01 am. Directors present: Kim Schlaht, Steve Ferrell, Rob Copher, and Carl Drain were in attendance. Director Melanie Birchfield was not present. Barlow Water employees Steve Pleasant & Ashley Pleasant were present. No community members were present.

Minutes from the BWID board meeting held on October 10, 2026 were reviewed. Steve Ferrell motioned to accept the minutes. Carl Drain seconded the motion, which was approved by all board members present.

October 2026 financial reports were presented to the board. Rob Copher read the October financial report. We will continue to report all accounts 60 days past due. Steve Ferrell motioned for approval. Carl Drain seconded to approve the financial reports, which was approved by all board members.

The November system report was presented to the board by Steve Pleasant. Steve ordered parts for well-9, and they arrived. Steve P. is done reading meters for the winter.

Kim discussed the equipment needs/upgrades. The golf cart has been used to capacity. The board is shopping for a Side-by-side. Kim asked Rob & Steve P to research and find the right thing with a budget of $15,000. Also discussed purchasing other equipment needs in the future.

There is currently a board meeting scheduled for January 9th. However, Ashley Pleasant is working on setting up a required full Board Member training session (OR 192.700). Our goal is to set up a Zoom call training meeting. Ashley will notify the board once the session is scheduled. If the training replaces the board meeting, we will notify the community when the next board meeting will be scheduled for.

There will be no board meeting in December.

Ashley Pleasant attended the SDAO Metro Breakfast, which met the requirement for BWID to receive an additional 2% discount on our insurance. This completed one of the tasks on the Best Practices Survey.

Ashley Pleasant virtually attended the Ethics Commission meeting on November 13th, 2026 for case number: 26-658PCF. The case was not brought up. Ashley will contact OGEC to confirm this case is fully dismissed.

Ashley Pleasant will submit the insurance forms that are required by WHA Insurance to continue coverage for Sexual Misconduct/Assault and Cybersecurity.

Carl Drain & Melanie Birchfield are to continue going through the Rules & Regulations, Rate Sheet, Service Agreement, and website to ensure that everything is up to date and current. We specifically

discussed the breakdown of the monthly recovery charge of $37 – the fixed capital recovery charge (USDA Debt service) is $26 and the fixed maintenance recover charge (system expenses) is $11, totaling $37.

Ashley Pleasant asked what the safety protocol is for the staff of BWID, specifically in regards to customers who are disrespectful or threatening. Ashley Pleasant discussed an altercation that happened on the phone with a customer and what actions she took. The Board agreed to create a Safety Committee of 2 people. Steve Pleasant & Carl Drain will be on the committee. Rob Copher will help create the committee. Ashley Pleasant is looking into an update phone system that has a recorded line.

Board Comments & Questions:

Steve Pleasant discussed upgrade options for the generator for the office. Nothing has been decided or changed. Steve Pleasant noted that we may need to fence in the office (mentioned during the safety discussion).

Kim Schlaht mentioned that Steve Pleasant & Ashley Pleasant do not need to be in the office the day after Thanksgiving, Christmas Eve, or New Years Eve (taken as unpaid holidays).

Steve Pleasant asked if any of the board members are interested in being trained in testing the chlorine? We will add that to the training in January.

THE NEXT MEETING IS CURRENTLY SCHEDULED FOR January 9th, 2027 (*subject to change*) 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 November 14th, 2026. Meeting adjourned at 10:15 am.

Reviewed and approved during the January 9th, 2027 meeting.

Motion to accept: _____

Seconded by: _____

Approved by: _____ Board Members Present