

ORCHARD HEIGHTS WATER ASSOCIATION
MINUTES
February 18, 2014

Board Members: Jennifer Meltzer, Leo Woods, Teresa Hire, Clara Taylor
Employees: Doug Priest, Annette Joyce

Monthly minutes dated January 21, 2014, were approved.

Treasurers Report, Leo Woods. Leo reviewed the January statement noting: Revenue & Assessments were under budget by \$219; Personal Services was over budget \$600; Total Materials & Services were over budget \$266; Operation Expenses were \$113 under budget; and Total Expenses over budget \$808. General Cash balance was \$134,577 and Capital Cash balance was \$159,363. Leo brought it to the boards' attention that funds in Columbia Bank are \$50,000 over the FDIC insured limit. After discussion, Clara volunteered to investigate CD rates at another bank.

Water Operations Report, Doug Priest. OHWA emerged from the January cold front unscathed. When discussing Risk Assessment, DHS would prefer that OHWA have a 'generalized' written plan available by the time they visit for the next System Review. City of Salem crews are busy, with no foreseen breaks. Doug will monitor the situation and may suggest an independent contractor to replace meters. With the recent rain & snow, the previously feared draught is not as much of a concern. Teresa's water situation after the tank cleaning may be a coincidence. It may be related more to the fact that she is at the end of a main line that has not been flushed for a time.

Office update, Annette Joyce. Late fees were reversed for minimal balances for Deardorff, Hanna, Jensen x2, Knight, Lippert & Riley. Shutoff notices issued Weidman & Wyant (renter). Shut-off in place: Teets (just received payment in full). Liens in place for 2395 Doaks Ferry Road property (Groat/new owners) filed 4/2010 & 1971 37th Avenue (Kim-foreclosure) filed 12/17/12.

New Share Policy #5, second review. The policy was redistributed for its' second review. A motion was made & approved to accept the New Share Policy as presented. There are 2 parties interested in purchasing shares. Annette will send out share offers.

Capital Improvement Master Plan (CIP), Jennifer Meltzer. A copy of the original 20-year plan (dated 11-04), with 4-phases, was supplied with notations of 'status' & changes that have been made over the past 10 years. After review & discussion, the board asked that Ed Butts, document engineer, be asked for a cost estimate & length of time to update the plan. Doug will contact Ed.

Emergency Plan, Jennifer Meltzer. After discussions, Teresa volunteered to contact a rental business to see if they have a 'reservation list' for a generator that OHWA could be put on in case of a future catastrophe. Leo is going to inquire on how long diesel can sit before it goes bad.

Adjourned: 8:15 pm