

ORCHARD HEIGHTS WATER ASSOCIATION

MINUTES

March 18, 2014

Board Members: Jennifer Meltzer, Leo Woods, Steve Riley

Employee: Annette Joyce

Monthly minutes dated February 18, 2014, were approved.

Treasurers Report, Leo Woods. Leo reviewed the February statement noting: Revenue & Assessments were under budget by \$505; Personal Services was over budget \$744; Total Materials & Services were under budget \$974; Operation Expenses were \$242 over budget; and Total Expenses were in balance. General Cash balance was \$132,486 and Capital Cash balance was \$163,473.

More discussions occurred about moving approximately \$100,000 into another bank to protect the association's money through FDIC Insurance. The possibility of opening a savings or money market account, as opposed to a CD, was discussed, so that monies could be moved with fewer restrictions.

Water Operations Report, Jennifer Meltzer per Doug Priest. The cost of the original 20-year plan was \$10,300; to revise & update the plan OHWA is looking at \$2,500 to \$4,000. Jennifer will review the original plan & at the next meeting, make a recommendation as to whether or not to proceed.

The System Survey is scheduled to be performed this year though the date has yet to be set.

Office update, Annette Joyce. Late fees were reversed for minimal balances for Bone, Bruschi, Peterson, Reynolds, Rohr & Walker.

Shutoff notices issued to Slauson.

Shut-off in place: none.

Liens in place for 2395 Doaks Ferry Road property (Groat/new owners) filed 4/2010 & 1971 37th Avenue (Kim-foreclosure) filed 12/17/12.

Share Transfer: Teets to Teets (2174 38th Avenue) share transferred.

New Share reviews: An offer was sent to Larry Kolb & his check/acceptance has been received. Prior to cashing the check, Annette will confirm that he understands that the water share is attached to a single lot and that in the event of building on the second lot, he will need to seek another share or drill a well.

The Beck's property (3515 Echo Dr.) is an existing lot that they are looking to divide. The existing share would remain attached to the existing home; the new share would be attached to the newly divided property. This property is within the Urban Growth Boundary (UBG). As to whether OHWA can supply a water share is complicated by the City of Salem Water Agreement contract. Annette will contact the Beck's to see if the County has approved the division & inform them that OHWA needs to seek approval from the City in order to supply water to a subdivided lot with no guarantees.

The board reviewed the Deardorffs share inquiry. The property is outside of the UBG. Apparently the property is in 3 parcels but not legally divided into 3 tax lots. Jennifer will talk with the Deardorffs to get a clearer picture as to whether or not we can sell a share based on the City agreement.

Emergency Plan, Jennifer Meltzer. Jennifer will follow up on the generator 'sharing program'. In addition, OHWA may need to provide a list of our customers to PGE in order to place a 'tag' on our account in order to place us on a higher priority of restoration of service in the event of an emergency. Leo added that in order to use a generator, OHWA will have to add 2 cut-out electrical switches at a price in the range of \$3,000 a piece. The generator would have to be large enough to START the motors, not just run them.

Updated Customer List. In order to update those contacts that did not respond to the plea for updated information, Annette is to attempt to verify information via email or phone.

Adjourned: 9:00 pm