

ORCHARD HEIGHTS WATER ASSOCIATION

MINUTES

August 18, 2014

Board Members: Jennifer Meltzer, Leo Woods, Steve Riley, Teresa Hire, Clara Taylor

Employee: Doug Priest, Annette Joyce

Visitor: Ed Butts

Master Plan Document review. Ed's primary concerns when preparing a plan are source protection/enhancement and excessive leakage. To get the process started of updating the current Master Plan, Ed will need to get current data, a list of changes since the original Plan, and a list of questions from the directors. He will then put together a synopsis for the board prior to beginning the update to the Master Plan.

Monthly minutes dated July 15, 2014, were approved.

Treasurers Report, Leo Woods. Leo reviewed the July statement noting: Revenue & Assessments were under budget by \$2,135 due to seasonal water sales; Personal Services was over budget \$650 due to seasonal duties; Total Materials & Services were over budget \$463; Operation Expenses were \$4,122 over budget; and Total Expenses were \$5,200 over budget balance.

General Cash balance was \$125,346 and Capital Cash balance was \$204,513.

Water Operations Report, Doug Priest. Doug plans to meet with David to review info for System Survey, which is scheduled for September 4th. In preparation of the Survey, Doug drafted a simplified Emergency Plan and David is working on the Operations Manual. The screen at the top of the tank needs to be ~~prepared~~ repaired prior to the meeting.

Office update, Annette Joyce. Late fees were reversed for minimal balances for Allen, Kryskalla, Puentes, & Murray. Late fee was also reversed for Wyant due to leak issue under review.

Shutoff notices issued: A shutoff notice was issued to Elliott for outstanding charges.

10-Day Shut-off: 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: Biasi to Glines (4636 Orchard Heights Rd.).

New & Continued Business. Don Wyant did not supply any documentation as requested concerning his water leak. In addition, he paid his bill in full.

Robert Kelly did not respond to our reply concerning his request of an increased rate for his leased well.

Falby's sidewalk, Jennifer Meltzer. After several conversations with Polk County & the Falby's, ultimately the required repair of the sidewalk beside the Falby's driveway is their responsibility. If it can be proven that there is fault on OHWA's behalf, then OHWA will review how to divide the costs for repair.

Adjourned: 9:00 pm