

ORCHARD HEIGHTS WATER ASSOCIATION

MINUTES

October 21, 2014

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

Employee: Doug Priest, Annette Joyce

Monthly minutes dated September 16, 2014, were approved.

Treasurers Report, Leo Woods. Leo reviewed the September statement noting: Revenue & Assessments were over budget by \$3,029 due to seasonal water sales; Personal Services was over budget \$1,670 due to survey preparations; Total Materials & Services were under budget \$5,437; Operation Expenses were \$783 over budget; and Total Expenses were \$2,984 under budget due to R&M.

Reviewing year-to-date 3rd quarter: Revenue & Assessments were over budget by \$6,867; Personal Services was over budget \$7,676; Total Materials & Services were under budget \$6,618; Operation Expenses were \$3,319 over budget; and Total Expenses were \$4,377 over budget balance.

General Cash balance was \$125,496 and Capital Cash balance was \$213,405.

Water Operations Report, Doug Priest. The Water System Survey was completed September 25th by DWS. There was a single deficiency noted; paint & simple grains were being stored too close to well #2, not meeting the set-back requirements. The issue was taken care of immediately. Suggestions were made to cover the clear well in the water treatment plant. Since Daisy Lane, our only existing asbestos pipe, is no longer part of the system, sampling is being removed from our testing requirements. DWS will reduce their requirement from a Water Treatment Operator 2 to Water Treatment Operator 1 due to not utilizing our Spring source & DE plant. In addition, regulatory oversight will shift from DWS to Polk County Health Department.

Toby changed out 14 meters this past weekend with note that 3 will need to be completed by the CofS.

The board approved the Stettler quote, plus labor hours, to replace Well #1 pump/motor.

The board will plan to have Ed Butts in attendance at the January meeting to continue with the Master Plan update discussions. During these discussions, the board will also inquire about an Emergency Plan for OHWA.

Office update, Annette Joyce. Late fees were reversed for minimal balances for Deumling & Glascock.

Shutoff notices issued: Shutoff notices were issued to Burdett & Gross (deceased) for outstanding charges.

10-Day Shut-off: A 10-day shut-off notice will be issued to Gross Estate.

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: The board approved share transfers for Wright to Ryan (4985 Orchard Heights Rd) and Dalke to Petersen (1915 Landaggard Dr.).

New & Continued Business. 30-day shutoff notices were issued to 18 customers for missing Backflow Reports.

2015 Budget, 2nd draft review. After review of the Budget, and with alterations to Repairs/Maintenance, and Salaries/Wages, the board approved the budget.

Annual Meeting, Jennifer Meltzer. The board reviewed last year's annual meeting agenda, altering for this year presentation.

Adjourn: 9pm