



March 14, 2017

### **Board meeting minutes**

7:04 pm - meeting called to order. Present: Jennifer Meltzer, Clara Taylor and Gillian Fischer

**Motion:** Gillian moved to approve the minutes of the February meeting as presented. Clara seconded the motion.

**Motion passed.**

### **OPERATIONS** (Doug)

*Meter replacement & relocation* – Doug reported there have been no more meter replacements, Toby will wait until the weather gets better. The meter relocations on 27<sup>th</sup> Ave need an easement before they can be performed.

*Capital Improvement Plan* – The board discussed the proposal for \$12,450 sent by Ed Butts. In 2014, Ed only proposed \$4,000 to update the plan. Doug will clarify with Ed what is included in his proposal and how it differs from 2014. The board will continue to consider the new filtration system, and will make a decision at the April meeting.

*Backflow report* – In progress, the report is due March 31<sup>st</sup>.

*Water main leak* – Tabled for a future meeting. We are due for a system survey, but it may be with Polk County instead of the state.

*Update on booster pump* – The booster pump has been ordered, but not yet received. The current pump is still working, but is on its last legs.

### **OFFICE UPDATE** (Staff)

*March billing/Account updates* – The newsletter was sent with the March billing. There have been no major issues.

*Addendum to City of Salem Water Agreement* – The addendum has been signed.

*Lafayette contract* – Robert Kelly has asked the board to review the contract he has with OHWA for water purchases from the Lafayette well. Staff contacted him to explain the way his fee is calculated. Jennifer responded him to an email. The board has declined to renegotiate the contract. There is no language in the contract require OHWA to renegotiate.

*Website* – **Motion:** Clara moved to purchase a hosting package from Blue Host for \$285.84. Gillian seconded the motion. **Motion passed.**

### **TREASURER'S REPORT** (Staff)

Staff reviewed the February financials. Total assets for the association year to date are \$1,254,912.23. Income for February was \$18,287.41, one new share was added. Total February operational expenses were \$7,438.76.

7:36 pm --Meeting adjourned, The next meeting will be Tuesday, April 18, 2017.

Respectfully submitted  
Mary Tucker  
Strategy Management, LLC