

November 15, 2016

Board meeting minutes

6:10 pm - meeting called to order. Present: Jennifer Meltzer, Clara Taylor, Steve Riley, Gillian Fischer, Doug Priest

Motion: Gillian moved to approve the minutes of the October meeting as presented. Steve seconded the motion.

Motion passed.

OPERATIONS (Doug)

Meter Replacements – Doug reported that Toby has 27 meters left to replace. The remaining meters will need extra work, so have been saved till last. David has been off work due to surgery, Doug and Kevin have been responding to operator and emergency calls.

Rosendranz annexation – Jennifer and Clara met with Peter Fernandez, of the City of Salem. They discussed the Rosendranz property on Emerald and agreed to keep the property as a City of Salem customer. Starting in 2017, OHWA will begin billing the City of Salem for usage and the capital improvement and membership fees. Also discussed was the Landaggard line. Landaggard has been annexed in to the city but is still being served by OHWA. In December 2017, the City is planning to take over service for the Landaggard properties. The water agreement with the City of Salem will be renewed in June 2018, and the board will discuss adding an addendum to the agreement about renting OHWA pipes. Also, when reviewing the master capital improvement plan, the board needs to consider making improvements compatible with the city system.

Contact Ed Butts – Doug will contact Ed Butts in December to assess well #2. Ed will be invited to the board meeting in February.

Water Updates – David reported Well #2 had gained about 8 feet which is still well below normal. He recommends talking with to Ed Butts early next year when reviewing the capital improvement plan.

Water main – The leak has not yet been repaired and will not be done until David gets back.

OFFICE UPDATE (Staff)

November Billing/Account updates – The newsletter went out with the November billing. There were two requests for excessive use credits.

Motion: Jennifer moves to ratify the email decision to credit the Rasca's for excessive use at the Tier 1 level. Steve seconded the motion. **Motion Passed.**

Motion: Jennifer moved to credit the Nair's for excessive usage over 30 units at the Tier 2 level. Gillian seconded the motion. **Motion Passed.**

Backflow device report – Staff sent out RFP on Friday, no responses received yet.

TREASURER'S REPORT (Staff)

Steve reviewed the October financials. Total assets for the association year to date are \$1,235,787. Income for October was \$18,123, expenses were \$7,489.17.

Steve moved \$50,000 from the Columbia Bank Capital Improvement account to the Washington Federal account.

Steve contacted the credit card company, they are sending him an application to change the Approved Officer position to his name.

6:50 pm --Meeting adjourned

Respectfully submitted

Mary Tucker

Strategy Management, LLC