



May 16, 2017

Board meeting minutes

7:07 pm - meeting called to order. Present: Jennifer Meltzer, Clara Taylor and Gillian Fischer, Steve Riley

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

OPERATIONS (Doug submitted a written report)

Meter replacements – All meters that could be replaced by Toby have been replaced. City crews will have to address the remaining meters, probably in the fall.

Capital Improvement Plan – Both Doug and David have attempted to contact Ed Butts with no response. Ed was scheduled for some medical procedures which may be why he is unavailable. David was finally able to contact Ed, there is a treatment plant in operation as a pilot plant, district using plant may keep it if it works, and could be purchased as surplus property. Doug doesn't like the idea. Board would like to have treatment plant in operation by summer.

Water main leak – Tabled for a future meeting.

Update on booster pump – The booster pump has been installed at the treatment plant.

Gravel – David will be purchasing a couple loads of gravel and spreading it once the weather improves more. David will be performing the work as an employee of OHWA.

Source water assessments – OHD sent a letter to OHWA stating we are no longer required to take source water assessment samples from the wells that have been in operation over the past 2 years. David has been notified.

System survey – Doug still has not received any further information on the system survey that is due this year.

OFFICE UPDATE (Staff)

May billing/Account updates – The May billing was sent out with no issues.

Motion: Clara moved and Steve seconded to approve a new share for Andre Makarenko at 2125 37th Ave NW. **Motion passed.**

There are new renters at 2174 38th Ave NW and a share was transferred for 1955 37th Ave NW.

Website – The website has been launched. We are still waiting on the opening of a new checking account dedicated for online payments before online payments and auto pay can be set up.

Steve Riley will be resigning from the board to move to Delaware. **Motion:** Jennifer moved to make Gillian Fischer Treasurer/Secretary after Steve's departure. Clara seconded the motion. **Motion passed.** Gillian Fischer accepted the position of combined Treasurer and Secretary and she will work with Steve to submit paperwork to Columbia Bank to have Steve Riley removed from all the accounts for OHWA and to arrange for new signature cards to be created. Gillian will also take responsibility for opening a new account at Columbia Bank that will allow members of OHWA to set up their monthly water bill payments on Auto-pay or to be paid monthly with a Debit Card.

Staff will contact Doug/David about a tour of the system in July. Put something in a newsletter for sending with the July billing.

TREASURER'S REPORT (Staff)

Staff reviewed the April financials. Total assets for the association year to date are \$1,250,871.99. Income for April was \$13,392.00. Total April operational expenses were \$15,673.21.

8:00 pm --Meeting adjourned, the next meeting will be Tuesday, June 20, 2017.

Respectfully submitted
Mary Tucker
Strategy Management, LLC