



August 21, 2018

### **Board meeting minutes**

7:03 pm - meeting called to order. Board members present: Michele Sparks, Jennifer Meltzer, Clara Taylor, Gillian Fischer, Clifton Lewis

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

**Motion passed.**

### **OPERATIONS** (Doug sent written report)

*Capital Improvement Plan* – The board would like a small update from 4B Engineering on the plan in September.

*Filtration Plant* – Ed sent a revised bid for the filtration plant. Doug is questioning charging for equipment. Labor changed from \$2,000 to ~\$25,000. OHA is still waiting for water testing from the Spring well, which they have listed as inactive. Doug recommends waiting until full OHA approval before starting on construction of the filtration plant. **Motion:** Clara moved to approve to proceed with the installation of filtration plant up to \$42,000 with the understanding of receiving an itemized bill at the end of construction and the possibility of negotiation on equipment prices. Clifton seconded the motion. **Motion passed.**

*OHA Cyanotoxin testing* – Per the adopted interim OHA rule – The association would only be required to test for cyanotoxins if the City of Salem detects toxins above the health advisory level in finished water in two consecutive samples (routine + conformation sample). This would only include the portions of the association receiving water from the City of Salem at that time. OHWA would need to sample daily, starting within 24 hours of notification from Salem their confirmation sample has tested positive for cyanotoxins above the health advisory level. We would sample daily until the advisory is lifted and would use the DEQ lab for analysis, at this point that analysis is free of charge.

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

*August billing/Account updates* – The August billing was sent out with no issues. Salem Electric had a leak at their substation, a total 665 units, which amounts to almost \$5,000. Apparently they have some sort of broken pipe. They have requested their meter be completely locked out, and they are paying the whole bill and will repair the pipe. Staff is working on contacting the new owners of 2090 Landaggard, the previous owners have moved out three months ago and we have been unable to make contact to get the account switched over.

*Rate increase* – The board discussed the proposed rate increase for COS wholesale customers and the possibility of having COS rent Landaggard pipes for mem/CI per month. Gillian, Michele and Clifton will be attending the meeting with COS on Thursday.

*Share transfers* – **Motion:** Jennifer moved to transfer the share at 1961 Landaggard from Johnson to Rardin. Clifton seconded. **Motion passed.**

**Motion:** Jennifer moved to approve the new share at 3914 Orchard Heights for Adams/Suderman with a two year payment plan. Michele seconded. **Motion passed.**

The property at 3914 Orchard Heights Rd is on a two year payment plan for their share, which comes to \$208.33/month. The owners began their payments in July 2018.

**TREASURER'S REPORT** (Staff)

Staff reviewed the July financials. Total assets for the association were \$1,310,435. Income for July was \$28,807. Total July operational expenses were \$12,369.

8:21 pm --Meeting adjourned, the next board meeting will be held at 7:00 pm on September 18, 2018.

Respectfully submitted

Mary Tucker

Strategy Management, LLC