



May 15, 2018

Board meeting minutes

7:07 pm - meeting called to order. Board members present: Michele Sparks, Jennifer Meltzer, Clifton Lewis, Clara Taylor

Guests: Brian Kelly, James Gulick

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

Motion passed.

OPERATIONS (Doug sent written report)

Capital Improvement Plan – On hold for a couple months to acquire water usage data for Emerald Drive. With the recent leak repair the water loss number of 50% will be much lower but we need a couple months of data to recalculate. Other than that this is completed for the most part.

Cartridge Filter – Doug has been assured at least twice now this project will be completed by the end of June. He has received the conceptual drawing for the cartridge filter at the treatment plant and has asked 4B Engineering to consider using a different flow meter prior to the filter.

COS repair – City of Salem was cleaning a ditch in front of 3487 Orchard Heights Road last week, the crew broke an un-located service to 3486 Orchard Heights Road. City water crews responded to make the repair. Since it was not located, OHWA has no recourse for (billable) damages. There will be a bill for city crews making the repair.

Gulick Service - City crew spent 5 hours looking for the water main, they did not find it. Plastic water mains without a tracer wire are difficult to find. When they return to this job, they will go into the road looking for the main. The City crew had to be reassigned to an emergency project in South Salem. It may be a few days before they return to install the new service. In talking with David, Gulick is asking for a 1” meter instead of the normal ¾” with the new service they are getting. This would not create any issues with water usage in the system.

OFFICE UPDATE (Staff)

May billing/Account updates – The May billing was sent out with no issues. There were several late fees, but everyone has been called and most of the accounts have been brought up to date. The newsletter was included in the billing.

Share transfer – The property at 3547 Orchard Heights Rd NW has been sold to new owners.

Motion: Jennifer moved to transfer the share for 3547 Orchard Heights Rd NW from Les Eddy to Alison Dillender. Michele seconded the motion. **Motion passed.**

Gulick – The board discussed Jim Gulick’s request for water to drip irrigate his new grape plantings. The grapes would be sold commercially, which is in violation of the association’s bylaws. The board decided *by* consensus that Gulick can use his share to water his horses and house, not his grapes. The association does not want to establish a precedent for commercial ventures. Staff will send a letter to Gulick informing him of the decision.

TREASURER'S REPORT (Staff)

Staff reviewed the April financials. Total assets for the association were \$1,276,741. Income for April was \$14,471. Total April operational expenses were \$7,937.

8:15 pm --Meeting adjourned, the next board meeting will be held at 7:00 pm on June 19, 2018.

Respectfully submitted

Mary Tucker

Strategy Management, LLC