



May 21, 2019

## **Board meeting minutes**

7:22 pm - meeting called to order. Board members present: Clifton Lewis, Clara Taylor, David Simmons, Jennifer Meltzer

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

**Motion passed.**

## **OPERATIONS**

*Capital Improvement Plan* – Doug met with WesTech and got an estimate of \$1000 for a review of the Master Plan, but a motion to spend the money for the peer review was tabled for now since the plan is still not finalized. Doug and David will keep on Ed to get a finalized plan.

*Filtration Plant* – Plant is ready to go, except for a cover over the well that meets OHA guidelines and the pump needs to be NSF 61 certified.

*Easement* – David is looking into a couple remaining easement issues for the upper storage tank and one other place. David will work up the paperwork for the board to review.

*Land Purchases* – David met with the Polk County commissioners, the commissioners are on board to sell us the parcel containing wells 1 and 2, but they will need a few weeks to figure out how best to do that. If OHWA could purchase the land containing wells 1 & 2, then OHWA would be an adjacent owner and could possibly get a lot line adjustment for the other remaining wells instead of having the lots partitioned.

*Orchard Heights Ct Line* – A contractor broke the mainline pipe while drilling. There is a temporary fix in place that is holding for now. **Motion:** Clifton moved to allocate funds (estimated \$6500.00) to have the City of Salem repair the main line on Orchard Heights Court, replacing the old line with a new pex/poly line and tracer wire. Jennifer seconded. **Motion passed.** The money for the repair will come out of capital improvement funds.

## **OFFICE UPDATE** (Staff)

*May billing/Account updates* – No issues.

**Motion:** Jennifer moved to transfer the share at 3762 Echo Dr NW from Fultz to Wann. Clara seconded. **Motion passed.**

*Winter Meter* – The Winter meter was replaced in early 2018 and the old meter was continuing to be read, instead of the new meter. The total usage since March 2018 was approximately 209 units, which would give an average of 16 units per month. The board agreed by consensus to bill the Winters \$600 bill, payable as \$50/month for the next year. Staff will contact the Winters.

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

Staff reviewed the April financials. Total assets for the association for April were \$1,305,544. Income for April was \$14,503. Total April operational expenses were \$8,817.

8:35 pm -- Meeting adjourned, the next board meeting will be held at 7:00 pm on June 18, 2019 at the OHWA board room.

Respectfully submitted  
Mary Tucker  
Strategy Management, LLC