



May 16, 2023

Board meeting minutes

7:00 pm - meeting called to order. Board members present: Michele Sparks, Jennifer Meltzer, Fred Wilson, Matt Falby.

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

OPERATIONS – Doug

Operations update – The service at 4693 Dahlia was checked, that address has had a low flow complaint for years. The meter was hard plugged on both sides, the meter has been exchanged. Staff discovered two leaks on Best road, city crews have repaired them.

Summit letters have not been sent out for well purchase/lease inquiries, but will be sent out soon. Further update at the June meeting.

COS contract – Contract has been signed, and will go before the city council.

Emergency Power Supply – As a capital improvement project the board would like to investigate an emergency power supply for the system as well as contracting with an engineer of record. Doug will look into engineering firms. Will put together a scope of work for the board to review before sending out.

Ethics training - Doug has requested the board and OHWA staff use his personal email instead of his work email.

OFFICE UPDATE (Staff)

May billing/Account updates – Staff reported on the Houck irrigation leak issue. A request for credit will be submitted at the June meeting.

Newsletter – will be sent with June billing

Tour of the system – The board will tour the system on June 27th, we will meet at 6:30 pm, in the high school in parking lot by performing arts section, then the board meeting will be at Jennifer's house.

TREASURER'S REPORT

Total expenses for April 2023 were \$8,276 income was \$15,264. Total assets are \$1,449,085.

The association opened a CD with Oregon Community Credit Union.

7:40 pm -- Meeting adjourned, the next board meeting will be a system tour held at 7:00 pm on June 27, 2023.

Respectfully submitted

Mary Tucker

Strategy Management, LLC