

**SPECIAL BOARD MEETING**  
**July 28, 2018**

The board meeting was called to order by chair, Doug Otjen at 10:05 AM at the pool house. Those board members present were Doug Otjen, Deonne Lindley, Marilyn Laubach, Nadeen Walker, Dave Asselstein, and Leisa Ashbaugh. Others present were Dave McQuiston/Fall and Tom Walker. A J Gennaro was out of town.

Minutes from the previous two board meetings were presented. Deonne made a motion and Nadeen seconded to approve those minutes as presented. Motion passed.

Deonne gave a treasurer's report commenting that all but one owner have paid their current dues. If this is not paid, action will be taken to collect the necessary dues. All other dues were paid in a very timely fashion.

An estimate of possible expenses for the coming year looks to be about \$17,500. If expenses hold true without any unforeseen items there will be about \$17,000 in the treasury at the next billing cycle. A suggestion was made to apply some of this at the end of the fiscal year to our USDA loan to help pay down the loan sooner. Dick Knutzen and Ken Martig did the majority of the contact and negotiations with the USDA in regards to payments, fees, etc.

Dave Asselstein and Dave McQuiston/Fall reported on the status of the water system. There are a couple of items that will need to be addressed before the system can be considered totally complete. These include a meter on Dana Drive and the valve box at Galligans.

In the original submission of the water system plans it called for an increase from 66 to 80 water services. The State has questioned why we want so many water services. They suggest that the number be reduced to perhaps 70 services. They also want up to date readings of water meters to show water usage. Dave Fall will take water meter readings monthly during May through September and every other month October through April. Nadeen made the motion and Deonne seconded it to ask Martig to put in for 75 services as a negotiating number. This motion passed and the information will be given to Martig.

Any future payments to Martig or expenses for the water system will come from HIEA general fund as the monies from the loan have reached their max.

The contract with Clearwater was signed and will be delivered within the next week. This contract will run from December 2018 to December 31, 2019, and is \$216.48 per month. Dave McQuiston/Fall will explore other companies that might be closer or a better price. The annual water quality testing report will be posted on the bulletin board at the pool and on the HIEA web page.

The recommended twice yearly chlorination for the water system has been completed. To make it easy to remember it was recommended to use the dates of time change for daylight savings times.

Dave Asselstein commented on the completion of the new carpet in the main room of the pool house.

Also door handle replacements, painting of doors along with toe kick plates on doors were completed. It was recommended to maybe change the front door key entry to a code pad. This would eliminate the problem of lost or stolen keys. No action was taken at this time.

Leisa gave a report on bringing the web site up to date with the help of an outside person. This will be used strictly for HIEA information and a communication hub for the association. The idea is to make the web page more usable for property owners. Leisa will be looking into Mail Chimp as one source. She stated that she can update the site with help for a \$250 one time fee. Marilyn made a motion and Nadeen seconded to allow for the \$250 update fee and a budget item of no more than \$400 per year for operation of the web site if needed. Motion passed.

There was a discussion about the duties of treasurer. Currently HIEA is paying a CPA to assist with some of the more detailed book work at a rate of \$600 per year. In the future the board will look into the possibility of having a treasurer as well as a paid CPA to divide the duties. The treasurer would take care of the billing, deposits, pick up mail, simple book keeping etc. The CPA would file the necessary paper work for our loan, taxes, audits and possibly billing. These are items to be explored in the near future.

August 18 there will be a rummage sale in the pool parking lot from 9:00 AM to 2:00 PM. Individuals will be responsible for their own items and sales. Plans are for advertising and directional signs.

September 1 there will be a end of season Pot Luck at the pool for everyone. The time is 6:00 - 8:00 PM.

Doug commented on the responsibility of HIEA to maintain the water system and pool. The inside road to the water tank is a shared responsibility of HIEA and the property owners that use that road.

The subject of security was discussed after the recent break ins here. Many suggestions have come in to see what can be done. Some of the ideas were a gate, camera, phone tree, e mails. September 8, 2018, there will be a general meeting with a deputy from the Mason County Sheriff's office to discuss with property owners what can be done to minimize burglaries. The time will be 1:00 PM at the pool house. More information with be coming.

It was moved and seconded the meeting be adjourned at 12:05.

Respectfully submitted,

Marilyn Laubach, secretary

