

SPECIAL BOARD MEETING

August 3, 2019

The board meeting was called to order at 10:04 AM by Chair Doug Otjen at his home. Those present were Doug Otjen - chair, Dave Asselstine, Paul Kohl, Nadeen Walker, Pam Gummel, Leisa Ashbaugh and Marilyn Laubach.

Doug welcomed Paul Kohl as a new member of the board to fill the vacancy left by AJ Generro's resignation.

Doug gave thanks for all the work that was done to make the pool work party a success which contributed to the good pool opening for the season. Also a thank you to those that helped to obtain the replacement furniture and disposal of the old furniture at the pool.

There was a correction for the fee schedules in the minutes from the April 27, 2019, general meeting. The correct fee for pool only is \$400. Leisa made the motion and Marilyn seconded it to make the necessary fee schedule corrections to the minutes. The motion passed.

Pam presented a thorough budget for the coming fiscal year. This budget sheet reflects the spending from last year and proposed spending this year. All fees have been paid except for one pool user that has not paid and has kept the pool keys. There was a discussion of how to handle this type of situation. One suggestion was to have a code key pad on the door rather than keyed entry. This possibility will be explored by board members. Doug will contact the delinquent pool fee payer.

After discussion Leisa made a motion and Paul seconded it to obtain a Visa debit card from Heritage Bank. This would allow necessary purchases for HIEA to be made without causing members to use their own monies to make the purchases and then get reimbursed. The motion passed. Pam made the motion and Paul seconded it to set up a savings account with Heritage Bank to possibly obtain a little income from HIEA monies that are in the account. Motion was passed.

After discussions a purchasing policy was established, Leisa made the motion and Pam seconded it to have a set spending policy in place for future purchases. The motion passed. For routine single purchases the limit would be \$1,000 without board approval. For new necessary purchases the limit would be \$1,000 without board approval. For emergencies the limit is \$5,000 and there needs to be two (2) board members for the approval. One of the board members must be the treasurer. This motion was approved.

The dates for future board meetings were set for

October 12, 2019

April 25, 2020

August 1, 2020

October 10, 2020

Leisa gave a report on the HIEA web site. If anyone wants to be notified of new postings on the site, they can do so through the web site.

Meter readings for the water system are to be done four (4) times per year. Currently HIEA has plans to do the readings starting October 27, 2019. The following readings will be taken in April, June, August and before October 27, 2020. Clearwater does a reading at the well once a month.

Dave Fall will continue checking on the cost of replacing the well pump should it be necessary in the future. Also he will check to see if there will be a need to upgrade the size at that time. All of this is for future budgeting.

There was discussion for putting into place a set of procedures for dealing with water leaks in the HIEA water system. If a break/leak occurs between the water source and the meter, the issue becomes the responsibility of HIEA to repair and pay costs. Property owners are responsible for any repair related costs for leaks that occur from the meter to dwelling, etc.

Procedures for handling the process of working with property owners about repairs on their property were considered. Water is crucial and we don't want to waste the water or create overdue strain on the well and pump.

Nadeen brought up the issue that there is a need for 2 more chairs at the pool to replace the ones that have deteriorated. She was given permission to pursue this purchase. She would also look into purchasing some more permanent pool signs.

Property owner Rauen had offered to help purchase and hook up security cameras for the development. Due to the need for monitoring and maintenance it was felt it was better to let each property owner be responsible for their own security camera or system. Therefore, no action was taken at this time.

There were comments about various places in HIEA of gun shots being heard within the last couple of weeks. There is a definite concern for safety. Should anyone hear gunfire, it needs to be reported to the Mason County Sheriff's Office.

Doug and Dave reported that the logging issue at the Sinnett location was going well. The roadway was covered with gravel to help prevent damage to the underground piping in the area. Further checking is recommended.

Dave made the motion to adjourn at 12:25.

Respectfully submitted,

Marilyn Laubach, secretary