Raineri Mutual Water Company

Board of Directors Meeting

March 2, 2026 @ 7:00 PM

Via Zoom Teleconference

Minutes

1. **Call to order and roll call.**

   The meeting had 5 attendees for the duration of the session. All attendees were the entire RMWC board of directors which included Alison Armstrong, Wade Bastien, Westin Bolliger, Rod Fagan, and Stephanie Massei.

2. **Review and discussion of the minutes from the previous board member meeting.**

   Not all the board members had a chance to review the meeting minutes from the board of directors meeting held in the beginning of February 2026. This item was tabled for the moment being so the board can move on to bigger topics that need more time for discussion. The board will review and vote to approve the past meeting minutes most likely by email.

3. **Review of RMWC financial statements.**

   Treasurer Stephanie Massei gave us an update on the status of all RMWC accounts. Stephanie showed the profit that RMWC has generated in the past year as RMWC draws close to the end of its fiscal year. All looked normal as per usual operating procedures. Then discussion moved to the RMWC community members who were in arrears as of the beginning of this month, March. It appears to the entire board that our community is more behind than they were last month. Stephanie said she would begin to start issuing the “nasty” notices for reminders to those who need to bring themselves current. Wade emphasized again the importance of getting our late fee structure online and implemented.

4. **RMWC insurance policy application update.**

   There is still some documentation needed to submit the insurance application for the RMWC plant. The budget for our fiscal year as well as company assets were described as necessary by Wade. Stephanie and Wade decided to schedule a phone call later in the week to tie up loose ends and gather what is needed to complete this task. For now, not much time is used during the meeting to discuss this.

5. **New water system operators update.**

   President Wade kicked off this portion of the discussion. He told the board that he had not heard back from Cypress Water Company. It seems that our main point of contact from Cypress is too busy or is not giving RMWC enough priority to give a timely response. It is a bit disheartening since the board is trying to find a consistent crew of water operators to operate the RMWC water system. Kelly Archer and her company is starting to look very favorable in the eyes of the board. She wants to manage RMWC and make it better.
   There was then extensive conversation about being able to lower the cost that Kelly quoted RMWC for the monthly management of the plant. Which, as Wade has stated, has been very reasonable in her negotiations with RMWC thus far. The board members discussed how we can potentially divide some of the work/costs to see what made most sense at the end of the day for the betterment of the community.
   Now, the board motioned and all members approved that we would pursue Kelly Archer and her management to take over control of operations for RMWC from Gary and his team. The board is facing yet another increase in rates to cover the increased costs from Gary to Kelly, which are from $3,800 to $5,500 respectively. This leads to the RMWC board needing to meet within the next couple of weeks to discuss the rate structure and budget. When the time comes for the RMWC annual membership meeting, the board will be able to present and explain the thought, processes, and time spent on this subject to the members about why prices are increasing and by how much.

6. **Potential replacement for the current RMWC accountant.**

   Stephanie will talk to the accountants at her office that showed interest in replacing our current accountant, Kim. The board motioned and approved replacing Kim and her duties with the accountants that Stephanie had spoken to.

7. **Replacing the geotechnical specialist.**

   Wade has found, contacted, and established a solid connection with a new geotechnical specialist named Greg Bloom. Greg will be replacing our previous specialist, Robert Pollack, due to health issues. The board needs to sign a contract and send Greg Bloom a check for $1,000 to pay for his review of the existing geotechnical report and foundation designed by Charles Williams. All this needs to occur, including Greg's signature on the design plans before RMWC can submit the construction plans to the county for a permit. Wade stated that he can call tomorrow and hire Greg to get him in the mix for these current RMWC projects at the water plant. The board agrees with Wade that RMWC shall proceed in hiring Greg as the new geotechnical specialist.

8. **Picking the date for the RMWC annual membership meeting.**

   The RMWC board is looking to hold the membership meeting back in-person at the Chemeketa Club House as it has been done in the past. The board discussed potential dates that would work best for everyone at the time being. There are a few conflicts between some proposed times, but Wade said he would contact Chemeketa park first and see what dates they have available. From there, the board members could build the schedule around a firm day when the annual membership meeting will be held.

9. **Infrastructure update.**

   David Fox and Charles Williams were supposed to finalize the foundation design and apply for an expedited construction permit by 2/27. Wade will have an update for the rest of the board when he hears back any news. David Fox found a replacement geologist. The replacement geologist will have to approve the foundation plan and visit the site at least once during construction (aligned with a county inspector visit). RMWC does not have an official agreement with the geologist yet. The fee structure for this specialist is not known yet and details like that are needed before any agreement is reached.
   It might make sense to have the "driveway area" at the plant leveled in preparation to place 5000-gallon tanks as temporary replacements for either

Tank #1 or Tank #2. The RMWC board would like to ask the construction company that will be hired to construct the slow sand filters to complete this task after constructing the tanks. Once RMWC successfully achieves an agreement with a bidding company for slow-sand filter construction, the leveling of this driveway segment can be treated as a separate line item on the job. That discussion will be tabled until RMWC reaches the point of handling the project for the filtration tanks.

10. Cross-Connection Control Plan (CCCP) survey update.

Rod Fagan has been excellent at spearheading the initiative in collecting the CCCP survey responses from the RMWC community. It appears he has obtained approximately 39 responses out of 47 active connections. RMWC hopes to receive responses from all the active connections to comply with regulations from the state. If the board is successful, RMWC will hopefully be able to stave off having to hire a CCCP specialist to correct our connections. This will be another requirement by the state, if it got to that point, which would cost RMWC thousands of dollars.

11. Watershed Sanitary Survey.

There has still been no contact from hydrologist Barry Hecht since January. Barry may be busy at this time of year, but Wade pinged him again and should hopefully hear back from him sooner than later to follow up on what RMWC needs to do to complete this document. Further updates are to come on this subject later.

12. Emergency connection to San Jose Water Company.

Alison Armstrong said that she has been in contact with the person in charge of emergency hookups from SJWC. She updated the rest of the board on her previous conversation with him, and it sounds like she will be speaking to him again tomorrow, March 3rd. The RMWC board will be awaiting further updates when they come in.

13. RMWC water system distribution map.

The board members explored what ways would be best to map the water distribution system for RMWC, especially on lower Hebard Road. It is possible to hire Chris Barry to spend a couple of hours a month helping map that system in addition to his monthly meter reading duties.

14. RMWC project to-do list.

Alison said she would investigate researching the proper replacement for the hatch that failed on tank #1. RMWC needs measurements and clarification of what materials are needed on a steel water tank and what is allowed by the state. Rod said he would investigate people who would prep and paint the tanks. Westin also volunteered to do research into a tank hatch replacement for tank #1. Additionally, he would inquire to see if his current house contractor was insured and qualified to pressure wash and paint the water tanks at the plant. They are in desperate need of a cleaning and a paint job, so the board will try and research what options are available.

15. Other items that need to be discussed by the board that were not listed on the agenda.

The next time for a board meeting will be a special meeting to discuss rate changes and budget. The RMWC board will meet on Tuesday, March 17th at 6:30 PM via Zoom.
No other topics were brought up by the board members.

16. The meeting was adjourned.