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Board of Directors General Session Meeting Minutes - Approved

Meeting – May 11, 2024, 10 am In Person Meeting at the Tractor Barn

Board Members – Bob Markland - President, Patrick Lee - Vice President, Dean Alexander - Treasurer, Steve Duncan. Curt Manganaan – Secretary and Joel Brandon via telephone.

Other Attendees – Tracy Brandon, Clarence & Meri Rasmussen, Ken & Linda Schnell.

Call the meeting order: 10:13 am

Agenda

1. Approval of Agenda: Motion to approve by Dean, second by Pat. Motion passed 6-0
2. Approval of previous meeting minutes: Motion to approve by Dean second by Steve. Motion passed 6-0.
3. Approval of April 13th Executive Meeting minutes: No action taken
4. Water Well Reports – Water usage is up 40% from last year. This year's overuse numbers may be skewed due to inaccurate readings last year. Excessive snow build-up prevented the wells from being accessed. Historical data was used to get a best estimate. Well data must be reported to the State monthly. Water usage will be monitored.
5. Property review – Jeff Repaired a valve box hit by the snow plow. Still investigating the reason why water is coming out of the ground near Ozul/Nutmeg. It is believed to be underground spring percolation as there are no Association water pipes near it. Jeff also reported on an Association valve that may be buried under construction lumber on Foxtail. He will further investigate this when construction starts and the lumber is moved.
6. Financial reports – Dean & Gina Insurance cost is up 42% over last year. 4 Association members have outstanding membership balances (2 checks were returned due to insufficient funds). All expenses are normal and routine. Chlorinator for the Madrone tank is a potential CIP cost. Would prevent boil notices if testing returned positive.

7. Follow-up on previous meeting discussion slow paying members. **Bob is consulting with the Associations legal counsel to get clarification regarding late fee charges.**
8. Tollhouse/Sparrow lot cleanup discussion – Pat **The Association property located on Sparrow Lane at Hwy 168 has 6 dead or dying trees. There is another tree by the equipment barn that has fallen and needs removal. 2 proposals were received for this work. A motion was made by Steve with a second by Dean to accept Sierra Nevada Tree Service (low bid) proposal of \$9000. Motion passed 6-0**
9. Emergency Notification Plan status – Curtis **No report was received.**
10. Barry Reed request to wave or modify \$7000 new connection fee. 42178 Hemlock? New construction. **After open discussion took place on this item, Steve made a motion to decline the request. A second was received by Pat. Motion to decline passed 6-0**
11. 2024 Board Elections – Gina to advise board of candidates placed on ballot.
 - a) Calendar:
 - I. Election ballots to be mailed by May 3rd.
 - II. Voting to end May 31st.
 - III. Votes tabulated at Annual Meeting.
12. Annual Meeting:
 - a) Agenda attached.
 - b) Refreshments: Coffee, Water, Other? **Pat will be contacting Norm for a quote to provide refreshments similar to last years meeting.**
13. 2024 Projects:
 - a) **Completed** - Tractor Barn Improvements. Awning construction complete. Keypad is working and will continue to be monitored.
 - b) **Incomplete** - Water Marker Audit. Posts and markers are completed with the exception of a few where valves could not be located. **We need to schedule a workday soon. Dirt removal from valve tube will be attempted with a shop vac. If it works, another volunteer day will be scheduled.**
 - c) **Completed** - Snow Removal – New Contract Signed
 - d) **Not Started** - Shaver Lake Fire Department Hydrant Flushing and recommendations. New Blue Markers are here. Hydrant painting and ground maintenance to be addressed in Spring. **We need to schedule a workday.**
 - e) **Incomplete** - Populate SLHWA Board Google Drive as Archive One location for referencing the archives. Work in progress, needs updating. **Bob will complete. Do all board members have access or do we need to find an alternative method/site?**

- f) **Not Started** - Firehouse Condition and recommended repairs. **We need to schedule an assessment date and coordinate with Fire Department.**
- g) **Incomplete** - Develop a written annual maintenance program of association property. Dean and Curtis to develop. Previously developed by board but needs review. **The work is done. Dean/Curtis to put together a working checklist.**
 - 1. Snow Removal Equipment
 - 2. Cleanup and dead tree removal - Budgeted for next year.
 - 3. Recommended building maintenance.
 - 4. Pump and equipment maintenance.

Discussion Items not on the agenda

- Possibly painting fire hydrants located in the Associations boundaries based on the water flow rate. No action was taken.
- Clean-out of Association valve boxes. In house with volunteers or hired out. Board volunteers will meet on June 7th to test whether valves can be cleared out with a shop vac and report to association at annual meeting the next day. ~~No action was taken.~~

ADJOURNMENT

11:39am