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Board of Directors General Session Meeting Minutes - **Approved**

Meeting – September 21st, 2024, 10 am In Person Meeting at the Tractor Barn

Board Members – Bob Markland - President, Patrick Lee - Vice President, Dean Alexander - Treasurer, Curt Manganaan - Secretary, Joel Brandon, Steve Duncan, Ken Schnell

Other Attendees – Gina Markley, Mike Gerbi, Ken Ainsworth, Frank Fiscalini

Call the meeting order: **10:20 am**

Agenda

1. Approval of Agenda: **Motion to approve Dean, second Curtis. Motion carried**
2. Approval of previous meeting minutes: **Motion to approve Pat, second Dean. Motion carried**
3. Water Well Reports – Underground Spring on Nutmeg remains a concern. **The increase in water usage may be due to inaccurate water readings last winter. Snow prevented access to the wells. Underground spring at Nutmeg is back again. It dried up over the summer, but has returned. Jeff will continue to monitor this. The air vent on top of the new Madrone tank may need to be covered with a better filter to prevent water contamination. This will be followed up on.**
4. Property review – Jeff
 - a) Update status of missing valve 42059 Toyon **The Associations water valve at this property could not be located by Jeff, Shaver Lake Construction or the owner. Bob and Pat will meet with the owner to discuss the best place to install a new valve.**
5. Financial reports – Dean & Gina **Budget numbers are where to be expected, nothing unusual to report. \$882 is still outstanding in membership fees. Motion to approve July financials was made by Dean, second by Pat; motion carried. Motion to approve August financials was made by Dean, second by Pat; motion carried.**
6. Consideration of late fee waiver requests. –

- a) Request 1: verbally received. Member will be notified the Board will consider the request when received in writing.
- b) Request 2: request was discussed by Board members. Motion to approve by Dean, second Pat. Motion carried
- c) Request 3: request was discussed by Board members. Motion to approve by Dean, second Pat. Motion carried
- 7. Water Chlorination retrofit update. – Cen Cal Waterworks is waiting on parts to arrive to complete the system. Will install when received.
- 8. Update on Lead line survey – Complete and submitted. No feedback has been received from the State.
- 9. Update on Valve Cleanout project –
 - a) Next date September 28th, October 5th if needed 108 properties are left to inspect and if necessary clean out. Board is confident the work will be completed on September 28th.
- 10. Re-surface tractor barn parking lot? Work has been completed. Motion to approve payment to Sierra Seal Coat made by Pat, second Dean. Motion carried
- 11. CIP Inventory project needs updating. Suggestion to segregate task and assign to individual board members for updating. Shaver Lake Construction will be asked to provide replacement estimates.

12. 2024 / 2025 Maintenance Projects to consider:

- a) **Incomplete** - Water Marker and Valve cleanout Project. Posts and markers are completed with the exception of a few where valves could not be located. Valve cleanout in progress #9 above.
- b) **Incomplete** - Shaver Lake Fire Department Hydrant Flushing completed. New Blue Markers are here. Workday for debris removal and hydrant painting is scheduled for September 28th.
- c) **Not Started** - Firehouse Condition and recommended repairs. We need to schedule an assessment date and coordinate with Fire Department. Board member(s) will volunteer to inspect and generate a suggested repair list.
- d) **Incomplete** - Develop a written annual maintenance checklist of association property.
 - 1. Snow Removal Equipment
 - 2. Recommended building and pumphouse maintenance.
 - 3. Pump and equipment maintenance.
 - 4. Fire Hydrant cleanup.

This project needs to be considered as part of agenda item #11.

13. Recommended 2024/2025 meeting schedule. Subject to change:

- a) July 20th in person at Tractor Barn
- b) August skip

- c) September 21st in person at Tractor Barn
- d) October 19th in person at Tractor Barn
- e) November skip
- f) December 7th Virtual
- g) January skip
- h) February 8th Virtual
- i) March 8th Virtual (optional)
- j) April 12th in person at Tractor Barn
- k) May 10th in person at Tractor Barn
- l) June 14th Annual Meeting at Tractor Barn

Discussion Items not on the agenda

Sierra Nevada Tree Service has notified the Board of snow removal cost increase. Bob will contact Will Winterstein and discuss his proposal. Bob will report back at the next Board meeting.

ADJOURNMENT

11:50 am