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Board of Directors General Session Meeting Minutes – Approved Minutes

Meeting – October 21st 4:30 at the Tractor Barn

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

Call the meeting order: 4:35pm

Agenda

1. Approval of Agenda: **Motion Curtis, 2ndJoel. Motion carried.**
2. Approval of previous meeting minutes: **Motion Steve, 2nd Dean. Motion carried.**
3. Water Well Reports – Central Cal Waterworks
 - a) Status of Well 6 timer is not working. **Not repaired. Part should be in any day.**
4. Property review – Jeff **No update available.**
5. Ponderosa update: Ponderosa still waiting on 32 property owners to respond to letter requesting permission to place underground cable to homes. **Unchanged. Ponderosa is still waiting on responses from home owners.**
6. Financial reports – Dean Alexander **Expense report was reviewed. All costs look normal, nothing out of the usual. Gates property sold with escrow company sending a check for monies owed to the Association.**
7. Boil Water Event – Bob to update board on what occurred. Board to review and discuss whether our response was sufficient. Make recommendations for modification of our execution if necessary. And next steps to prevent further contamination to our water system. **Board reviewed steps taken and what can be done if this happens in the future. Over communication to members was key to minimalizing concerns/complaints. Suggestion made to next time hang more signs notifying members. Minimal costs associated with boil notice: additional sampling by CCW, additional testing by Twining.**
8. 2024 Budget Project **Dean and Gina will put together a budget for review/approval at December's meeting.**
9. Annual membership contacts list audit. **No action taken.**

10. Membership Letter on Winterizing Tips **No action taken.**

11. 2023 – 2024 Projects and Volunteers

- a) Tractor Barn Improvements. Ron Magnus Construction given the Ok to proceed. The cost will be \$3070. Project to complete some time in November. Keypad update is being looked into (Curtis). **Awning work will begin next week. Keypad seems to be working. Will be monitored.**
- b) Water Marker Audit. Posts and markers are here. 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 to do this. A suggestion to mount address labels on the valve covers for home/valve identification is being looked into. **Parts are in the barn. Work to be started November 5th with the remainder in the spring.**
- c) Snow Removal – New Long-Term Contract Signed. **Sierra Nevada Tree Service on board to provide the Association snow removal this year**
- d) Shaver Lake Fire Department Hydrant Flushing and recommendations. New Blue Markers are here. Hydrant painting and grounds maintenance to be addressed in Spring. **No action taken. Information only**
- e) Water Quality Emergency Plan Documentation. Completed. **No action taken. Information only**
- f) Populate SLHWA Board Google Drive as Archive One location for referencing the archives. Work in progress. **No action taken. Information only.**
- g) Needed review of Firehouse Condition and recommended repairs. Bob/Pat M will coordinate an electrician to inspect the building in the Spring. **No action taken. Information only.**
- h) Develop a written annual maintenance program of association property to include: Dean and Curtis to develop.
 1. Snow Removal Equipment **SOP's in progress**
 2. Cleanup and dead tree removal **Budgeted for next year**
 3. Recommended building maintenance. **SOP's in progress**
 4. Pump and equipment maintenance. **SOP's in progress**
- i) 5-year and 10-year financial forecast including CIP projection Dean and Steve will provide an updated evaluation of all property valued over \$5000 after the first of the year. **No action taken. Information only.**
- j) Board Member Training Schedule (RCAC Sourced) Bob will put together a list of recommended Board training. **Bob gave a brief report on the seminar. Went over items that are recommended for the Board do.**

12. Other Current Business: **No action taken**

- a) Drought reporting Information needed:
 1. Well construction date.
 2. Water rights ID

3. Well completion report number
4. Scanned copy of well completion report
5. Department of water resources site code ID number

Discussion Items not on the agenda

ADJOURNMENT 5:48pm