**ROLLING HILLS-GLENCAIRN**

**BOARD MEETING MINUTES**

**October 8, 2019 @ 7:00 pm**

**President, Eugene Hartman, called the meeting to order at 7:00 pm.**

**Board members attending: Eugene Hartman, Kathleen Parvin, Bob Simpson, Chris Otto, Steve Baker, Dan Kelly and Frank Walls. Absent: Carol Goeth.**

**Also attending: Office Manager, Ruby Hall, Office Assistant, Becky Kelly and one member.**

**Approval of Minutes—**

* Mr. Simpson moved to approve the minutes of the September 17, 2019 meeting. Ms. Parvin seconded the motion. Motion passed unanimously. Minutes of September 17, 2019 board meeting are approved and entered into the association records.

**Public Comment—**

* An explanation to recent water loss events was requested. See water report below.
* Member complaints should be made to the Rolling Hills Glencairn office, not on Facebook.

**Water Report—**

* Unaccounted water for September was 16.62%.
* Island H2O water report was reviewed.
* The system lost water pressure on September 22, 2019. Mr. Simpson explained, a power bump led to a thermal overload in one of the switches, which led to lack of water. Service was interrupted for less than 1 hour.
* A water main bell joint @ 1667 Penn Cove Rd was repaired on October 1, 2019. During the partial flush following the repair, a backwash at the water plant began and all residents in the community lost water, not just those on Penn Cove Rd. Service was restored in less than 1 hour.
* The full system flush is scheduled for October 10, 2019. Members will be notified by robo-call, signage and in the monthly newsletter. The cycle stop valves will be installed after the flush.
* One of the two quarterly TTHM tests resulted in 84.2 ug/l result. MCL is 80 ug/l. HAA results were well below trigger levels. This extends quarterly testing an additional 12 months.
* RHGC owns & maintains water meters, meter boxes and setters. Beyond the meter is the home owner’s responsibility.
* Consumer Confidence Reports are mailed to members annually, typically with the May billing.
* Ms. Parvin is looking into a class on chlorine residuals that is provided by the state.
* The backup generator annual service is scheduled for October 16th.

**Bookkeeper/Office Report—**

* September 2019 preliminary financial reports were reviewed.
* Payment received for new water connection. Lawson, block 1, lot 4, (1143 Sidney St.)
* Audit Review is underway.
* Ms. Hall will find out rules governing FDIC insurance for deposits over $250,000.
* If full payment is not received by 10/17/19, water service at 1624 Allyson St will be revoked. Ms. Hall will have Mr. Cohen file the necessary paperwork on that day.

**Grounds and Community Report—**

* The October newsletter notified members that drug paraphernalia was found at the beach.
* The Bakke Estate is continuing to clean up the property.
* Ms. Parvin is preparing planning complaints (5) to be sent to the county. A landscaping business is being run from one property, the others have excessive junk, including cars. Photos included.

**Dock/Pier Report—**

* A new company is needed to move the float. Ms. Hall will request a bid from Carlson Marine Construction. Mr. Hartman will contact the Penn Cove Mussel farm.
* The Fair Trade bid for the pier gate repair is $951.13. Ms. Parvin motioned to accept it. Mr. Simpson seconded the motion. Motion passed unanimously.

**Clubhouse/Pool Report—**

* New pool cover pump was purchased. Cost $130.43

**New Business—**

* Ms. Hall will follow up with a second letter to owner of the problem rooster on Donald Ave.
* Reviewed documents that are sent to new buyers by Title companies.
* RHGC does not currently have Community Covenants & Restrictions. Our community is governed by By-Laws. Resolutions have been adopted but they are not all recorded with the county and therefore do not show up with title documents.
* Board members will review the by-laws and resolutions before the next meeting, focusing on possible changes, including penalties. Areas to consider are:
* Junk cars
* Farm animals/chickens and roosters
* On street parking
* Mowing schedule/yard debris
* Fences

The meeting adjourned at 8:40pm. The next regular board meeting is scheduled for

November 12, 2019 at 7pm.

 Submitted for approval by Ruby Hall.