**ROLLING HILLS-GLENCAIRN COMMUNITY SERVICE, INC.**

 **BOARD MEETING MINUTES**

**February 9, 2021**

**Vice President, Kathleen Parvin called the meeting to order at 7:21 pm via Zoom**

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

**Also attending: Office Manager, Ruby Hall, Office Assistant, Netra Jadhav and Sandra Bodamer from King Water**

**Approval of minutes**

* Mr. Otto moved to approve minutes of the January 12, 2021 meeting. Mr. Simpson seconded the motion. Motion passed unanimously. Minutes of the January 12, 2021 board meeting are approved and entered into the association records.

**Public Comment**

* Mr. Simpson would like to resign from the board as soon as a replacement is found.

**Water Report**

* The Unaccounted water for January was 3.77%.
* There are new locks at the water plant due to unauthorized access. The keys and current code are on file in the office if access is needed. Stephen from King Water has the information as well.
* King Water Management bill for December 2020 was $2124.93, it also includes monthly water testing & quarterly TTHM/HAA testing.
* Reviewed the December 2020 & January 2021 King Water report & the quarterly TTHM/HAA results. Chlorine levels are starting to normalize.
* The Annual EPA report has not been filed with the WA State since 2016. This data will be gathered and submitted as soon as possible.
* Discussed the water plant’s “to do” list. Items include: Repair the capped pressurized line, regenerate the filters, and replace the large reservoir fans. As well as the full system flush and reservoir cleaning in the spring. Ms. Parvin motioned to approve the “to do” list as presented. Mr. Simpson seconded the motion. Motion passed unanimously.
* Letters were sent to 1609 Allyson St. & 1118 Paul Ave. regarding sewer & backflow testing on Jan 26, 2021. There has been no response from the two homeowners.
* Discussed our backflow prevention plan. King water will take an active role in our cross contamination control program.

**Bookkeeper/Office Report – Ruby Hall**

* Reviewed January 2021 preliminary financial reports
* Discussed 2021-2022 Budget considerations (raises, dues increase, repairs, plans…..) which will go into effect in our next fiscal year beginning July 1, 2021.

**Grounds and Community Report**

**Clubhouse/Pool Report –**

* Thom Lawless has a set of keys to the pool and clubhouse to access the Wi-Fi system

**Dock/Pier Report -**

* The Fair Trade, no update on when the gate lock will be installed
* The wind pushed the walking ramp to the float sideways. It was decided to wait until the float is returned to realign the ramp.

The meeting was adjourned at 8:25 pm. The next regular board meeting is March 13, 2021 Via ZOOM

Submitted by Ruby Hall