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

**BOARD MEETING MINUTES**

**FEBRUARY 14, 2023**

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

**Board members attending: Eugene Hartman, Kathleen Parvin, Chris Otto, Dan Kelly, Alexandria Johnson, and Eric Bowden. Absent: Frank Walls and Austin Harris**

**Also attending: Office Assistant, Lisa Plumley and Sandra Bodamer from King Water and 2 community members.**

**Approval of Minutes**

* Mr. Otto motioned to approve the minutes of the January 10, 2023 board meeting. Ms. Johnson seconded the motion. Motion passed unanimously. Minutes of the January 10, 2023 board meeting are approved and entered into the association records.

**Public Comments**

* Mr. J stated that there has been no coyote entrapment. Pups are born in early spring, so more activity is anticipated.

**Water Report**

* King Water is planning an exploratory dig on Thursday (2/23/23) for the replacement of fire hydrants. Installation of fire hydrants on Carl Ave, Lisa & Mark, and Allyson will begin the following week.
* Monthly bacteriological testing is satisfactory per usual.
* A pre-construction meeting with Davido Engineering & Larry Brown Construction was held on Thursday, February 2, 2023 to discuss planning, coordination, scheduling and other items relative to the construction of the water treatment system.
* DOH posed several questions regarding project prior to final approval.
* Sandra proposed that representatives from Davido and DOH attend the next board meeting for further discussion on the upcoming project.
* Board members requested they be included in training on the new water treatment system for a thorough understanding of how it will work.
* Larry Brown Construction demo at water plant began 2/13/23.

**Dock/Pier Report**

* An unmoored boat was reported to have hit the pier during a recent wind storm. There appears to be no damage to pier. The boat’s hull number was reported to Coast Guard.

**Grounds and Community Report**

* Complaint received regarding remodeling debris & trash blowing at a residence on Riepma Ave. A courtesy call to the property owner will be attempted and/or a violation notice will be sent if deemed necessary.
* Billing for the streetlight at Penn Cove Rd & Riepma Ave is in question by PSE. According to RHGC records, the light was added to our billing account in October 2000. PSE was notified of this finding; no follow up has been received at this time.

**Bookkeeper/Office Report**

* January 2023 check register and balance sheet were reviewed.
* The 2023 WA minimum wage increased to $15.74.
* 1120 Corporate taxes were filed January 18, 2023. Zero tax was due for FYE June 30, 2022.
* MOA from Opportunity Council was accepted for the outstanding balance of $523.99 (Carl Ave resident)
* Lot combination request for lot 10 & 11, Block 2 (Glencairn Rd) is denied. Both lots are not owned by the applicant.

The board reviewed payroll in a closed session during the regular board meeting. (8:00-8:20 pm)

* Ms. Johnson motioned to increase the rate for monthly water meter reading to $1.25 per meter. Raises for all other positions to be given based on experience beginning February 1, 2023. Mr. Otto seconded the motion. Motion passed unanimously.
* Lifeguards pay scale will be determined by the pool manager dependent on experience and within the pool budget.

The meeting adjourned at 8:20 pm

The next regular board meeting is **March 14, 2023** at 7pm.

Submitted for approval by Ruby Hall