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

**BOARD MEETING MINUTES**

**January 11, 2022**

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

**Board members attending: Eugene Hartman, Kathleen Parvin, Dan Kelly & Frank Walls. Absent: Alexandria Johnson & Chris Otto.**

**Also attending: Office Manager, Ruby Hall, Sandra Bodamer from King Water, and 11 community members.**

**Approval of Minutes**

* A quorum was not present at the January 2022 board meeting. Approval of the December 2021 meeting minutes will be added to the February 8, 2022 agenda.

**Public Comment**

* Water outage on January 2, 2022. What happened? See water report.
* Mr. A reported availability of Aqmatic filter valves $402 each. Our system has 28 total.
* Mr. Harris volunteered to serve on the board of trustees. A vote will be taken when a quorum is present.
* Mr. Bowden is interested in serving on the board of trustees

**Water Report**

* Reviewed December 2021 King Water report.
* Engineering update-The reservoir to basin conversion was completed on 12/17/21. Cost $13,372.38
* The large air compressor broke on 12/20/21 and was replaced with a temporary one.
* The air feed connection joints froze. They were thawed and a heat lamp placed at the connection to prevent further freezing.
* The heater in the chemical room broke on 12/28/2021, resulting in frozen chemical lines. The heater was replaced with a freestanding one.
* Discussed January 2, 2022 overnight water loss event. Several contributing factors were reviewed including the compressor coming unplugged, the burned out warning light, freezing temperatures, lack of telemetry, the silenced audible alarm, high water usage, low filtration output and inability to pressure up the system with low water storage in the reservoir.
* Review emails from customers.
  + Compensation request for the water loss event.
  + King Water Emergency procedure.
* WA State RCW 90.03.400 Crimes against water code for willful or negligent waste of water. Community members will be notified of this code.
* Pilot study will begin soon.
* Discussion of funding for filtration system replacement including grants and loan options. The USDA will not finance our project as we are too financially solvent.
* Ms. Parvin continues to work on the SWSMP.

**Bookkeeper/Office Report**

* Reviewed December 2021 preliminary financial reports.
* The 2020-21 audit is complete. $10K to date. The corporate taxes are in progress. Larson Gross is waiting on answers from Edwards & Associates before finalizing. Financial statements should be ready for review next month.
* The W2 & W3’s are complete. 1099 & 1096’s are in progress. They are due January 31st
* WA State minimum wage increased to $14.49 as of January 1, 2022

**Grounds and Community Report**

* The by-laws update is ongoing.
* 2 street lights are currently out on Shawn Ave. It is recommended that all residents pay attention to the street lights in the community and report non-working lights to the office. PSE will not repair them until requested.

**Clubhouse/Pool Report**

* Roof replacement bids-no update.
* The pool pumps were started up & heaters turned on in advance of the freezing weather.

**Dock/Pier Report**

* No update.

No votes were taken or decisions made. Meeting adjourned at 9:05 pm.

The next regular board meeting is February 8, 2022.

Submitted by Ruby Hall