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

 **BOARD MEETING MINUTES**

**February 8, 2022**

**President Eugene Hartman called the meeting to order at 7:05 pm**

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

**Also attending: Office Manager, Ruby Hall & Office Assistant, Netra Jadhav, and 6 community members.**

**Approval of Minutes**

* Mr. Otto moved to approve the minutes of the December 14, 2021 meeting. Ms. Johnson seconded the motion. Motion passed unanimously. Minutes of the December 14, 2021 board meeting are approved and entered into the association records.
* Mr. Kelly moved to approve the minutes of the January 11, 2022 meeting. Mr. Otto seconded the motion. Motion passed unanimously. Minutes of the January 11, 2022 board meeting are approved and entered into the association records.

**Public Comment**

* Mr. A inquired if the board will replace any of the failing valves for the current filtration system.
* Ms. H asked how to check for a water leak.
* Mr. Harris volunteered to serve on the board of trustees. Ms. Parvin motioned to appoint Mr. Harris to position #2 until June 2024 election when position #2 term expires. Ms. Johnson seconded the motion. Motion passed unanimously.

**Bookkeeper/Office Report – Ruby Hall**

* Reviewed January 2022 preliminary financial reports.
* $866.83 timely leak repair adjustment was made of for 13,169 cf of water loss on Carl Ave.
* Two Board positions expire this year. Mr. Otto & Ms. Parvin have volunteered to run for another 3 year term.
* The 2021 audit & taxes are complete and filed. No estimated tax payments are due this year. The financial Statements from Larson Gross will be reviewed at the March 2022 board meeting.
* Software update will be in March instead of February.
* Discussed 2022-23 budget.
* The 4th quarter 2021 expenses for Filtration System Upgrade is $26,446.93. Ms. Parvin motioned to have this expense paid out of the Water Reserve fund. Ms. Johnson seconded the motion. Motion passed unanimously.

**Water Report**

* King Water report for January 2022
* On Feb 6, 2022, the Well #3 (King) broke due to a stress fracture from freezing temp. It has been repaired.
* 2 wall heaters are broken and need replaced. One in the chemical room and the other in the well house. Ms. Hall will look into replacements.
* Pilot test is temporarily on hold. ATEK is looking for a solution to resolve ammonia issues within their system. If successful, RHGC would spend less on engineering funds to combat ammonia.
* Full system flush is scheduled for April 20-21, 2022 (Wednesday & Thursday)

**Grounds and Community Report**

* Beach gate repair is complete. The original estimate for repairs was $350.00. Mr. Otto requested an increase to $400 for time and materials. Mr. Hartman seconded the motion. All board members in favor.
* Rolling Hills Sewer Association had a sewage leak on Donald/Paul Ave. It was repaired. Water for clean-up was provided from the water plant.
* Mr. Otto requested speed humps be considered by Island County road department. No response yet.

**Clubhouse/Pool Report**

* No update on roof estimates. Ms. Johnson will include the 2 well house in future bid requests.

**Dock/Pier Report**

* The float was damaged during recent wind storms. Some of the clips that hold the deck grating in place came off. John Carlson of Carlson Marine Construction replaced the clips and indicated the structure of the float was not damaged. Mr. Carlson did not charge us for the site visit.
* Mr. Harris will request Navy volunteers to help with the pier piling inspection in June 2022.

Meeting adjourned at 8:33 pm

The next regular board meeting is March 8, 2022.