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

**BOARD MEETING MINUTES**

**SEPTEMBER 13, 2022**

**President, Eugene Hartman called the meeting to order at 7:10 pm**

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

**Also attending: Office Manager, Ruby Hall, Office Assistant, Lisa Plumley, Sandra Bodamer from King Water and 3 community members.**

**Approval of Minutes**

* A quorum was not present at the September 2022 board meeting. Approval of the August 2022 meeting minutes will be added to the October 11, 2022 agenda.

**Public Comments**

* Mr. and Mrs. G introduced themselves as new members to our community.
* Mr. D requested permission to gravel or concrete a small grass area (belonging to RHGC) next to his fence for easier access to his property.

**Water Report**

* King Water report for August 2022
  + Davido Engineering is awaiting Well #4 electrical completion before project can continue. Once testing is complete, final design will be submitted for state approval.
  + Main line water leak in front of the water plant is scheduled for repair on September 15, 2022.
  + Full system flush is scheduled for October 18 & 25, with 27th as optional 3rd day if needed.
  + The alternator switch that toggles between Wells #2 & #3 was replaced.
  + Well #4 pump & downpipe replacement is complete & will be back online after satisfactory bacterial testing. Cost $30,625.78. Cleanout & screen cleaning $14,097.29. Well #4 electrical $606.55. **Total expense $45,329.62**
  + Patton's Hideaway would like to purchase our unusable (with ATEC System) filter controllers. 2 @ $1000 each and 3 @ $500 each. Removal costs to be paid by Patton’s.

**Pool/Clubhouse Report**

* The pool is drained. It will be prepped and painted before closing it for the winter.
* JVA Roofing raised the clubhouse roof pitch & pool pump room roof pitch to 1/12 and replaced the roofing with 20 year/60 mil PVC vinyl with underlayment as needed. Gutters were added to the pool side of the building. Roofing & underlayment for well houses #2 & #4 was replaced using 30 year shingles. **Total cost $31,033.85.**

**Bookkeeper/Office Report**

* An Interest Checking account for the Community Reserve funds w/ Executive Board as signers was opened at Key Bank on 8/16/22
* Reviewed August 2022 preliminary financial reports
* The office computer is here. The ASP to Vision transfer is scheduled to begin November 4th.
* The Larson Gross Compilation Audit is scheduled to begin September 21st.
* 30 day Notice of Forfeiture will be sent to 1105 Paul Ave.

**Dock/Pier Report**

* Simply Decks-Handrail work is still in progress.
* 3M Structural material for piling repair was purchased. 7 of 9 purchased are hard and unusable. Ms. Hall is working with eBay on the returns.
* The ramp is scheduled to be raised on September 24 @ 5pm.
* Island County Public Works has requested an access permit for the Beach property for culvert/replacement near Riepma Avenue. Ms.Parvin to follow-up.

**Grounds and Community Report**

* Several door hangers requesting vegetation be removed from around water meters were given out this month. If The Fair Trade is hired to clear around water meters, the approximate cost would be $165/hour, minimum 1 hour.

No votes were taken or decisions made. Meeting adjourned at 8:22 pm.

The next regular board meeting is **October 11, 2022 at 7pm.**

Submitted for approval by Ruby Hall