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

 **BOARD MEETING MINUTES**

**OCTOBER 11, 2022**

**President, Eugene Hartman called the meeting to order at 7:02 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 Manager, Ruby Hall, Office Assistant, Lisa Plumley, Sandra Bodamer from King Water and 4 community members.**

**Approval of Minutes**

* Mr. Kelly motioned to approve the minutes of the August 9, 2022 board meeting. Ms. Johnson seconded the motion. Motion passed unanimously. Minutes of the August 9, 2022 board meeting are approved and entered into the association records.
* Ms. Parvin motioned to approve the minutes of the September 13, 2022 board meeting. Ms. Johnson seconded the motion. Motion passed unanimously. Minutes of the September 13, 2022 board meeting are approved and entered into the association records.

**Public Comments**

* Mr. J expressed concern regarding excessive coyote activity in the neighborhood and has reached out to a Washington Dept. of Fish & Wildlife (WDFW) licensed trapper regarding options.
* Mr. U asked if a neighbor’s brown water is an isolated incident or if there is a problem with our water? Our water is safe and chlorinated. Discoloration can occur due to high levels of iron and manganese, commonly found in well water.
* Mr. U asked if there is a Neighborhood Watch program in our community. It is not active, Mr. U was asked to volunteer if interested.

**Water Report**

* King Water report for September 2022
	+ Davido Engineering is awaiting test results before submittal to DOH, once approved, the project goes to manufacturing.
	+ Leak in front of office repaired on September 15, 2022. **Cost $7006.74**
	+ Well #4 pump & downpipe replacement is complete. Cost $30,625.78. Cleanout & screen cleaning $14,097.29. Well #4 electrical $606.55. **Total expense $45,329.62.** Ms. Parvin motioned to pay this expense from the Water Reserve fund. Mr. Otto seconded the motion. Motion passed unanimously.
	+ 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. Ms. Parvin motioned to sell filter controllers to Patton’s Hideaway for $3500. Mr. Otto seconded the motion. Motion passed unanimously.
	+ The Drinking Water State Revolving Fund (DWSRF) Program is accepting Construction Loan applications. This program assists public water systems in financing the cost of infrastructure projects needed to achieve or maintain compliance with Safe Drinking Water Act (SDWA) requirements. Ms. Parvin to follow-up to see if RHGCW qualifies.
	+ There is a free earthquake resilience webinar on October 13th.
	+ Full system flush is scheduled for October 18 & 25, with 27th as optional 3rd day if needed.

**Pool/Clubhouse Report**

* The pool is painted. It will need to be filled & balanced before closing it for the winter.
* JVA 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.** Ms. Parvin motioned to pay this expense from the Community Facility Reserve Fund**.** Ms. Johnson seconded the motion. Motion passed unanimously.

**Bookkeeper/Office Report**

* Reviewed September 2022 preliminary financial reports
* The ASP transfer is scheduled to begin November 4th. (Vision-UB2)
* Larson Gross Compilation Audit is underway.
* No response has been received from 30 day Notice of Forfeiture sent on September 14, 2022 to resident at 1105 Paul Ave. Balance due $2601.04. Ms. Johnson motioned to file **Notice of Forfeiture of** **Water** as of October 15, 2022. Mr. Otto seconded the motion. Motion passed unanimously.

**Dock/Pier Report**

* Simply Decks-Handrail work still in progress.
* 3M Structural material purchased was unusable and had to be returned; E-bay returned funds directly. Unable to recoup shipping costs.
* Float returned to Coupeville October 5, 2022. Cost $566.87
* Security camera update: Ms. Parvin motioned to purchase two security cameras. Ms. Johnson seconded the motion. Motion passed unanimously.
* Island County Public Works access permit to Beach property was approved and returned. Office will be notified when access is needed.

**Grounds and Community Report**

* Fall field mow is complete

Meeting adjourned at 8:58 pm.

The next regular board meeting is **November 8, 2022 at 7pm.**

Submitted for approval by Ruby Hall