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

**BOARD MEETING MINUTES**

**NOVEMBER 8, 2022**

**President, Eugene Hartman called the meeting to order at 7:07 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, and Sandra Bodamer from King Water and 1 community member.**

**Approval of Minutes**

* Mr. Bowden motioned to approve the minutes of the October 11, 2022 board meeting. Mr. Otto seconded the motion. Motion passed unanimously. Minutes of the October 11, 2022 board meeting are approved and entered into the association records.

**Public Comments**

**Water Report**

* King Water report for October 2022
  + Full system flush completed on October 18 & 25
  + Testing from engineers has been finalized and is expected to be submitted for State approval within the next week. A request for construction bids will go out to contractors soon.
  + Payment ($3500) received from Patton's Hideaway for the filter controller sale.
  + 3rd quarter water filtration expenses are $14,438.45. Ms. Parvin motioned to pay this expense from the Water Reserve fund. Mr. Otto seconded the motion. Motion passed unanimously.
* Fire hydrants @ Carl Ave, Lisa & Mark, Allyson & Donald need to be replaced.
  + Rolling Hills will purchase three Clow Fire Hydrants plus bolt packs. Cost approximately $10,500 plus tax.
  + Labor bid for installation from Anania Trucking & Excavating is $12,462.46. King Water to provide an additional bid.
* Due to recent the wind storm and power outage, the generator ran from Friday 11/04 10:08 pm thru Monday 11/7 6:30 am (56 hours) Fuel cost $493.80.
  + Options for proper diesel fuel storage and dispensing was discussed; more research needs to be done.

**Pool/Clubhouse Report**

* The pool is closed for the winter.
* Clubhouse heater is not working. Marshals Mechanical is scheduled for repair.
* The bottom of the dumpster was rusted through. Mr. Anderson was hired to repair it.

**Bookkeeper/Office Report**

* Reviewed October 2022 preliminary financial reports
* The ASP to UB2 transfer is in progress.
* Larson Gross Compilation Audit is underway. Progress billing $6500.00
* Notice of Forfeiture of Water Connection for 1105 Paul Ave was recorded October 27, 2022.

**Dock/Pier Report**

* Software updated on the computer. Needs to be factory reset on the gate

**Grounds and Community Report**

* Complaints regarding cars parked roadside – per Rolling Hills-Glencairn By-Laws, property owners are encouraged to work through issues with their neighbors or Island County government. If this course of action is not possible or has been unsuccessful, members may file a complaint to the Board of Directors.
* A verbal complaint was addressed to the board regarding violations of dog control. Members were advised to report issues to Island County Animal Control.
* When reporting street light outages to the office, please provide power pole #.

Meeting adjourned at 8:10 pm.

No board meeting will be held in December. The next regular board meeting is **January 10, 2023.**

Submitted for approval by Ruby Hall