

Chemeketa Park Mutual Water Company

P.O. Box 588, Redwood Estates, CA 95044-0588

<http://www.chemeketapark.org>

Water Master: Tyler Boswell (408) 590-9715

Board of Directors Meeting, May 10, 2012

Officers & Directors

	Phone	E-Mail
Linda Wallace, President	353-3980	lindalwallace@earthlink.net
Garry Shapiro, Vice-President/Water Projects	353-6068	garry@ni6t.com
David Casper, Secretary/Treasurer	353-9728	david@clancasper.net
Peter Bedworth, Roads	353-6069	peter.v.bedworth@lmco.com
Brad Hartzell, Fire Prevention/Maintenance	353-3668	bjhartzell@verizon.net
Sue Levy, Alternate	656-0813	sue.levy@lmco.com

Also Present

Tyler Boswell, Water Operator	590-9715	
Lisa Ridenour, Bookkeeper/Collections	792-7762	gdrtax@gmail.com
Roy Nelson		

Call to order – President Linda Wallace called the meeting to order at 8:08 PM.

Acceptance of the Minutes – April minutes were approved (Sue proposed, Linda second)

Election of Officers – Board Officers were chosen for the 2012-13 year. Linda Wallace was re-elected President, Garry Shapiro was elected Vice-President and David Casper was re-elected as Secretary and also elected Treasurer.

Finance report – Lisa reported that there were two large expenses last month, a payment of \$1,250.44 to Roy Nelson for engineering work on the tank replacement project and a payment of \$9,431.93 to Hach for the new pH meter in the treatment plant. There are currently ten delinquent accounts (greater than 90 days past due) and the total amount due for these accounts is \$33,511.84. Of these accounts, two were sent notices, two have established payment plans and six have water shut off and/or had a lien filed.

The Board reviewed budget amounts for the new fiscal year. Lisa will rename account 730 from “Pipes” to “Distribution System” to clarify the intent. Also, she will move \$1,200 from the Board Discretionary Fund to the Distribution System account to cover the cost of the upcoming survey for system leaks. Funding for this survey was approved last fiscal year, but it has not yet occurred.

Lisa also reported on discussions with the County on filing property liens for accounts that have been delinquent for an extended period. The County is still not accepting these liens, so our lawyer will send the County another letter that includes the new language from the Bylaws that was approved at the last annual meeting. He will send a copy of the letter to the Office of the County Council as well, asking for legal justification of their position.

Linda and Lisa discussed progress on putting together an updated “welcome packet” for new park residents. It was suggested that the information in the packet should be available on the website, perhaps in a separate section. Once everything is collected, Lisa will work to move it to the website.

Water report – Treated water production for April was 1,540,600 gallons. There were multiple rain events during the month, so the plant was operating for 28 days and average daily production was 55,021 gallons. Moody Gulch flow is still running 120% over our demand. Raw water quality varied with the rain events and ranged from 1.34 to 4.21 NTU, but it was in the 1.6 to 3.0 NTU range for 90% of the month. Average finished water turbidity was 0.047 NTU (.300 NTU is the maximum turbidity allowed by the state). The plant has been running at 65% of capacity.

Tyler reported receiving a shipment of the new Hach pH analyzer for the treatment plant. He will bring in an electrician to install the meter within the next two weeks and estimates a cost of \$2,500 for the work.

Tyler is working with American Leak Detectors to schedule a survey to find leaks in the distribution system. He is waiting for dry weather without too much wind, since that interferes with the detection equipment.

Tyler reported that there was a heavy plume of turbidity in the creek on the evening of May 9th. The plant automatically shut down as it measured raw water turbidity at 15 NTU. The plume did not last long and Tyler was able to clear the dam and restart the plant. Tyler suspects that this was concrete dust that washed off the construction project on Highway 17. He will contact the project's construction supervisor to report the incident.

Tyler and Roy Nelson reported their progress on the upper tank refurbishment project.

- Tyler will contact Carson Liners and order the tank liner as soon as possible. The Board asked Tyler to determine the final cost, the amount required for a deposit, how soon for delivery and what is their policy if our project has delays. Tyler will contact the board with any updates.
- After some discussion, Tyler suggested that if we can't finish the project and have the tank back online by July 15th, we'd need to reevaluate the schedule. After that date he needs full storage capacity to meet anticipated demand.
- Tyler reported that he switched pipes and valves to the 2nd tank so that we can isolate the 1st tank when needed. He estimated a cost of \$650 for time and materials, but this work has not yet been invoiced.
- Roy is in contact with the State DPH regarding plans for the wood roof. He is waiting to hear back on their final comments.
- Tyler will be interviewing contractors for the deconstruction and new construction of the tank's roof. In addition, he would like to explore an option of fabricating a replacement roof from steel c-beams and steel plates that would be very similar to the existing roof. Brad will work with Tyler to evaluate this option.

Roads report – The Board discussed a request from a resident at the end of Navajo Trail to pave the end of the road. This section has never been paved and was not included in the repaving project a few years ago, at the request of the previous resident. Last year, the Board put down gravel to improve the road, but it was a temporary solution. Peter will develop options and solicit quotes for repaving or repairing this roadway.

Brad volunteered to take charge of park maintenance projects, so he will be keeping track of work done by Amy our maintenance contractor. The Board discussed possible projects that Amy could complete and the budget for this work.

Clubhouse report – Brad reported that he ordered dumpsters for the cleanup days this year from June 2nd to June 10th. The dumpsters will be placed in the playground and residents can drop off trash all week.

Brad reported that he took pictures of the graffiti spray paint on the back of the clubhouse (and other locations) and went to the County Sheriff's office to submit an official report. He will ask Amy to clean up the graffiti and keep an eye out for new damage.

Linda will ask Chris Sands for a quote on fixing the fascia along the back roof of the clubhouse.

Fire prevention report – Brad reported that the chipping program is ready to begin in a couple of days. Brad will put in temporary posts and barricade tape to outline an area for residents to drop off brush. Brad suggested that the Board make a donation to the County FireSafe Council to support chipping programs, and the Board approved a donation of \$1,000 (Peter proposed, Linda second).

There was a discussion about fire hydrants in the park; whether they are accessible, whether they are visible. Brad will contact the fire department to get a list of hydrant locations and check on them.

Other business – David will update the Bylaws document with the changes from the annual meeting and have it posted on the website.

Linda adjourned the meeting at 11:08 PM

Respectfully submitted,
David Casper, Secretary