

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, December 8, 2011

Officers & Directors	Phone	E-Mail
Linda Wallace, President	353-3980	lindalwallace@earthlink.net
Peter Bedworth, Vice-President	353-6069	peter.v.bedworth@lmco.com
David Casper, Secretary	353-9728	david@clancasper.net
Ted Romero, Treasurer/Roads/Clubhouse	353-3050	myredwoods@yahoo.com
Brad Hartzell, Fire Prevention (absent)	353-3668	bjhartzell@verizon.net
Garry Shapiro, Alternate/Water	353-6068	garry@ni6t.com
Also Present		
Tyler Boswell, Water Operator	590-9715	
Lisa Ridenour, Bookkeeper/Collections	792-7762	gdrtax@gmail.com

Call to order – Vice-President Peter Bedworth called the meeting to order at 8:06 PM.

Acceptance of the Minutes – November minutes were approved (Ted proposed, Garry second)

Finance report – Lisa reported that there were two large expenses last month. First, she sent \$2,330 to Bruce Barton Pumps for the replacement motor that Tyler installed on the main pump in October. Second, she sent \$9,456 to Control Laboratories for the outstanding balance on our account for water tests (see below). There are currently there are eighteen delinquent accounts (greater than 90 days past due) and a total delinquent amount due of about \$31,850. This is a big increase from last month, and Lisa is sending out payment notices to all the newly past-due accounts. Of these accounts, twelve get notices, five have their water shut off and the other one has established a payment plan.

During the past month, members of the Board met with Lisa and Tyler regarding a past-due letter from Control Laboratories. There were invoicing problems, so we were only paying part of our outstanding balance each month for the past four years. The balance grew large enough that the company withheld our latest test results until the full invoice was paid. We reconciled Lisa's list of partial payments and Tyler's list of the tests performed with the detailed invoice and paid the amount due. The Board voted to apply \$4,442.33 from the Water Reserve fund to partially cover the payment (Linda proposed, David second). General revenues should cover the rest, but the Board may move more funds in the future if needed.

David reported back on new policy language for applying liens on properties with large outstanding balances. After some discussion and suggestions from other board members, the following policy was adopted (David proposed, Peter second):

When a connection has been shut off for non-payment for 5 months and the member fails to respond to CPMWCo requests for payment, the Board may instruct its representatives to file a lien with the County Clerk-Recorder's office for unpaid account's balance due. The Board may file a lien earlier if it feels that it is in the company's best interests to do so (e.g. the property is in foreclosure).

The lien shall be extended within 10 years from the filing date or within 10 years from the date of the last extension of the lien, by filing a new lien in the office of the county recorder.

The lien shall be released and a notice filed with office of the county recorder upon payment in full of the amount of the delinquent payment, together with any accrued charges, penalties, a "Reconnection Fee for Connections Disconnected due to Non-Payment" and a "Utility Lien Release Fee".

Reconnection Fee for Connections Disconnected due to Non-Payment: \$100.00 per connection (existing policy)
Utility Lien Release Fee: \$200.00

There are four accounts that fit this definition, so Lisa will move forward with applying liens to these properties.

Water report – Treated water production for November (30 days) was 1,862,900 gal; average daily production was 62,097 gal. Moody Gulch flow has maintained since October and is still running 20% over our demand. Raw water quality was high and ranged from 0.80 to 1.02 NTU. Average finished water turbidity was 0.038 NTU (.300 NTU allowed). The plant has been running at 63% of capacity.

Tyler reported progress on the project to get a tank liner to refurbish the storage tank on upper Ogallala. He presented a quote from BH Tanks to install the liner and replace the roof and quote from Carson Manufacturing for just the liner installation. From the quotes, the cost of refurbishing the tank isn't much different than the cost of replacing the tank with a new one. Tyler and Peter will continue to refine the quotes and try to find other, less expensive options.

Roads report – Ted reported that Corey & Sons finished the final tasks on the Comanche Trail project, so Lisa will pay the balance of the amount due. Also, he is working with Amy to clear culverts and cut back brush from the roads.

Clubhouse report – Linda reported that she planted two Bigleaf Maple trees in the park, as planned. Thanks go out to Tyler Boswell and George Bruder for volunteering their time! Linda also reported that the person who has been cleaning the clubhouse every month has quit and left the area. She proposed that we hire Amanda, Garry's niece, who cleans several houses in the area. After some discussion the Board approved hiring her for the same cost as the previous service (Linda proposed, Ted second, Garry abstained).

Other issues – Linda reported that she heard from the County Fire Department regarding two locations in the park where the road is partially blocked and fire trucks would have a hard time getting past. One is a tree on upper Comanche Trail that leans across the road and the second is a stump on Nez Perce Trail that sticks out into the road. The Board will investigate and work with the property owners to address these issues.

Linda adjourned the meeting at 10:55 PM

Respectfully submitted,
David Casper, Secretary