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MINUTES

Cascadel Mutual Water Company

Closed Session (Covid-19) Board of Directors Meeting

Friday, May 8, 2020

3:00PM, Location: CMWC President Eggink's Home

1. **Call to Order** at 3:04PM
2. **Verify Quorum of Directors** President Stan Eggink, Vice President Wayne Shortes, Treasurer Steve Johansen, Secretary Ken Trapp and Director Ed Rose present. Quorum verified.
3. **Approve Agenda** Motion to approve agenda as written by Wayne Shortes, Second by Steve Johansen. Motion carried.
3. **Approve Minutes, February 14, 2019** Motion to approve minutes of February 14, 2020 by Wayne Shortes, Second by Ed Rose. Motion carried.

4. Reports:

a. Presidents

Stan Eggink reminded those in attendance that the Covid-19 emergency is serious business which is why we are meeting outside on the patio and are honoring social distancing. We have met with two water operating companies in an effort to enhance our water system quality. We will review the final proposals under new business. A water leak was reported last week and was quickly dealt with by a temporary fix until the proper parts arrive.

b. Treasurers

A draft 2020-21 budget was distributed as well as financial reports for fiscal year 2019-20. Our accounting firm is preparing our financial documents for submission to our CPA for review and preparation of our 2019 tax return now that our fiscal year ended on April 30th..

c. Operators

Brian Curtis – Wrote a letter to the State asking for a response regarding the grant for the Drilling of a test well. Since they have not replied, the Board has asked Brian to send another letter via Priority Mail.

Regarding the tank project, Antonio is waiting on revisions from the engineer. Brian called the engineer and the engineer states the project is on his desk and should be only two hours work to complete. Brian will check with Antonio next week.

A flyer should go out in the next billing cycle to remind everyone of the 3000 cu ft water usage limit per household and the overage costs. If the state limits water usage restrictions, we will implement the rules as mandated.

Ken Wood – We have a quote to relocate the inbound water plumbing on the water tanks from the bottom to the top of the tank (as suggested by the county), for \$17,000. Pictures will be taken of the plumbing to send to additional commercial engineer/contractor to obtain more quotes.

Air Gap sustaining valve off. Waiting on parts.

Water usage has doubled from 300 gal/hr to 600 gals/hr during the last two months. Increased occupancy due to the Covid-19 situation is believed to be the reason.

d. Firewise Carol Eggink reported with the chipper in for repairs the Chipping day scheduled for May 12 is postponed. It will be rescheduled as soon as repairs are completed. We have four residents with chipping piles waiting for chipping day and four different requests for the loan of the chipper.

The CMWC Firewise Brigade was awarded funding by NFPA for the annual Fire Preparedness Day Event. It was decided by the Board and Firewise Chair to use the grant funds to help pay for the repair of the chipper because of its value to the community. The \$500 is not showing in the financial reports for this meeting. Sandra of Busy Bee will look into this and make the corrections. New financials shall be printed after the correction.

The Brigade has started the cleaning of the hydrant area and the hydrants. Including repainting where necessary. A request for residents to adopt a fire hydrant was in the May 2020 newsletter. This seems to be going over quite well. At this time we have 11 of the 28 hydrants adopted.

It has been suggested that we paint the lids containing the shut off valves for the hydrants the same color as the hydrant. I need permission to do this from the Board. The Board has agreed this would be helpful. A operator will need to show us where the lids are to make sure the correct lids are painted. The Board and operators agreed to make sure we are shown the correct lids.

Since the annual BBQ had to be postponed or canceled for the year, it was suggested to put a request in the next newsletter for donations to the Firewise Committee. The raffle of 20 man hours for residents is the only fund raiser the Firewise Brigade has and is done at the annual BBQ event. This will help to keep us in fuel and string for weed eaters, saws, chippers and skid steer to keep the road easements and open spaces cleared of fire fuels for the year.

e. Road Committee Ed Rose reports he has called six contractor/engineers to come out and give us a bid for the repairs on our bridge. Only three replied. We have received one bid of \$9,500 to assess the necessary repairs and then present the findings to the Board. The weir crossing on Cascadel Road is also included in the cost. We are asking the contractor to source the permits as well. Ed will look for another quote before the Board will award the job to any contractor/engineer.

Ed met with our 501c3 grant sponsor for funds to repair the bridge. We received an email just this week regarding funding that could possibly assist us in the cost of repairs for the bridge and weir. We are actively pursuing their recommendations.

Ed will contact the County again on the new road permit and any recommendations of engineers to contact about the bridge and weir assessments.

5. New Business:

a. Review and discuss current past due accounts and special requests.

b. Review and discuss pending personnel changes. Ken Wood has commitments that take him out of the area thereby making his ability to remain our water operator impossible. We have had two bids from companies that maintain water systems. After much discussion, review of the proposals, and interviews with the companies, a MOTION was made.

Motion – By Wayne Shortes to move forward. President Stan Eggink has the authority to make the final decision on awarding the job as our water contractor if they respond appropriately to additional questions from the Board. Motion seconded by Ken Trapp. No opposition. Motion carried.

c. Establish action items.

1. Have a new stamp made for the back of the elections return envelope to omit the signature line since is not required.
2. Elections of CMWC Directors shall be held Sept. 12, 2020.
Requests for nominations to be mailed on July 27 with a return deadline of Aug 14.
Ballots will be mailed on August 21 with a deadline to return on Sept. 12 at 10:15 AM.

6. Adjourn Meeting Motion to adjourn by Ken Trapp, Second by Ed Rose. No opposition. Motion carried.
Meeting adjourned at 5:42pm.

Minutes by Carol and Stan Eggink