



CMCC BOARD MEETING
January 22, 2023

Present: Mark Jacobsen-President, Kathy Lawrenson-Vice President, Scott Jackson-Treasurer, Kay Birkett-Secretary, Bob Connolly-Water Manager, Micheal Skredsvig-Road Manager and Paula Berg-Community Coordinator. All board members were present and Mark called the meeting to order at 10:02 AM.

Secretary's Report: Kay presented the draft minutes of the last board meeting held on November 20, 2022. There were 2 changes requested. Paula moved the minutes be approved as corrected; Kathy seconded and the minutes were approved.

Treasurer's Report: Scott gave his report.

Account Balances:

Banner Bank Checking Account: \$63,393.84

To Deposit:

Banner Bank USDA RD Loan Account: \$20,897.00 **To Transfer from Checking:**

Accounts Receivable: \$68,705.23 for shareholder billing for January, 2023, including overpayments by 5 lot owners of \$703.88 and outstanding unpaid balance of \$22.39 by 5 lot owners. This leaves an open balance of \$68,023.74.

Scott sent each shareholder a copy of the August, 2022 Consolidated Policies and Procedures which recently went into effect. The yearly cost of living adjustment for CMCC dues went up \$44.00 biannually and the first portion of the 1-year special assessment was added to shareholders' billing. The new pump and motor we ordered recently was shipped to Portland and then locally; Aquatec now has it and Scott will pick it up. To get us through the recent water emergency we needed 21 truckloads containing 3,000 gallons per truck of potable water. Scott has not received the bill yet. Our 6-month water usage has been less than our comparable usage last year.

Water Report: On the evening of December 26th Paula sent a message to the community stating our water pump was not working and residents should conserve water. Scott and Bob spent time diagnosing what was believed to be the cause of the outage: one pump motor would not operate under a full load. On December 27th Aquatec supplied CMCC with a technician familiar with our system. In the course of diagnosis, he found the air relief valve at pump station 2 was stuck. He concurred with Scott and Bob that the pump seemed to have failed. At that point, CMCC ordered another pump, something already approved in the 2022-2023 Annual Budget. CMCC continued to trouble-shoot other components including the control panel and the communication between components which was not functioning properly. The following day, Process Solutions came to look at the control panel; they originally installed it and were familiar with it. Our system can be configured in many different ways depending on the requirements for individual water systems. Techs determined it needed to be reconfigured to better accommodate power failures. They reprogrammed it to allow the pumps to start up and fill the tanks properly with no damage to pumps or motors when power is restored. We have surge protection. They also found the meter at the well-house was not accurate and error codes were confusing. All of the diagnostics were meticulous and time consuming. The system was restored to working order by January 7th, although more repairs are still needed for long-term repair. At this time, we are uncertain what parts will be needed for the full repair. Some components are no longer stocked by suppliers and we will need to source them more widely. Scott stated he was completely satisfied with the level of expertise and quick response time by technicians that were called out. In response to the water emergency, meters were read on December 28th. One leak was discovered and 3 meters had slow spin. Lot owners were notified. Bob signed off on an ADU request for Lot 10. Scott has the data for the water-use efficiency report due to the state.

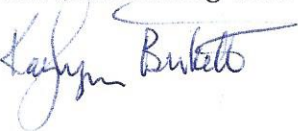
Road Report: Micheal gave his report. He contacted lot owners and the post office to let them know Mountain Drive would be closed from 8 AM to 2 PM for three days starting the 5th of January. This closure will allow a lot owner to have trees removed along the power lines at the hairpin curve. During the closure Micheal will transport anyone who needs to get to the bottom of Mountain Drive and back up again. There was discussion about warning signs which could be posted for road conditions, for example when we install the PRV on Colony Mountain Drive. Micheal will provide additional information on signage and Bob will see what he has available. There will be equipment in the road and we may need flaggers. Micheal noticed the logs along Shultz Lane have been removed. Jerry was not able to do a fall mowing as planned but he should be available in the spring.

Community Coordinator's Report: Paula gave her report. She made sure the community was aware of the water emergency through all means of electronic updates as provided by each shareholder. She posted updates on anticipated repair times and monitored community comments received on our website. Residents responded with many viewpoints and Scott replied personally to one shareholder. There was discussion about improving our

information and updates throughout the community. Some shareholders did not get text updates due to changes in Federal Communications Commission regulations for text messaging. Paula is looking into other options for getting information out. The discussion will continue at a later date.

Ongoing and New Business: Kay presented minutes from the executive sessions held on November 6 and 20, 2022. Bob moved and Kathy seconded the minutes from November 6th be approved; the motion passed with Micheal abstaining. Kathy moved and Scott seconded the minutes from the November 20th meeting be approved; the motion passed with Micheal abstaining. Scott helped the residents of Lot 69 trouble-shoot their water leak. They shut off the water while they were gone and the leak was repaired when they returned home. Scott addressed multiple issues, replacing the meter and setter with new ones and putting a plug in their hydrant. Mark approved the standard discount for their bill. The next meeting will be at Mark's house on February 25, at 10 AM. The meeting was adjourned at 12:30.

Kay Birkett, CMCC Board Secretary

A handwritten signature in blue ink, appearing to read 'Kay Birkett', written over the printed name.

Board Approved on February 25, 2023