

Lake Francis Mutual Water Company



Board Meeting Minutes

5/31/2022

9:30am

Venue: Alcouffe Center

Facilitator:	Anna Romano	Minutes Recorder:	Rooja Mohassessy
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Closed Executive Session: 9:30 am

Lien on delinquent accounts - discussed the process and find a company that could do this if needed.

Public Board Meeting: 10:04 am

Roll Call

Present: Anna Romano, Ethel See, Rooja Mohassessy

Absent: Lisa Thompson, and by absentee vote, voted in affirmative for the three motions presented at the meeting.

Approval of Minutes of 03/21/2022 Board Meeting - Seconded and approved

Open Session: Addressing Members' Concern

N/A

Old Business:

Item 1: Firewise Community

-Sec/AVP

- a. Two FW signs to install at entrance. **ACTION ITEM**– AVP to contact BL
 - b. Yard signs. AVP to distribute
 - c. Turn project over to ACC to continue implementation. **ACTION ITEM** – AVP call ACC meeting to discuss implementation and follow up of the 3-year plan.
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Item 2: Grant Status -VP

- a. Engineering Plan and Design–two companies interviewed by RCAC and the Board. After an initial consultation, the Board has decided the initial choice is not a good match. The Board awards the contract to Coleman. M/D/V
 - b. 85 acre acquisition grants–To be discussed at annual member meeting. The 85 acres is zoned for development. If subdivided they will use LFE roads to enter their subdivision. They will need to contribute toward the cost of upkeep of road. A development will be a firetrap as there is only one entry point.
 - i. Option 1: wildlife conservation grant. The state will own the land but the condition is it will be open to public for recreational use. The Board will apply for this grant if the seller can provide another entry/access (possibly from Lake Francis Rd) and the public will not be using our roads/entering our estates.
 - ii. Option 2: wildlife preservation–grant for wildlife corridor/conservation. If re-elected the Board will apply for this grant. This is being explored right now with multiple agencies.
 - c. Fire Substation at Lake Francis–to protect our water system and allow residents to evacuate or shelter in place in case of fire at the entrance to the Estate. To be carried out in partnership with the Dobbins Oregon House Fire District. Two phases needed: one to purchase an undeveloped lot, another to purchase the engine to be managed/owned by the fire department. The fire department will operate and upkeep the substation at Lake Francis and train a few residents and familiarize them with the operation of the equipment. If there is a fire at the entrance to the Estate, the fire department will NOT enter. A fire substation will also increase residents' likelihood to get fire insurance at a lower rate.
 - d. Construction grant - pre-applied with DWR. Pre-application of the Construction grant has been submitted to the Department of Water Resources. Another grant should be applied with the State Water Board as soon as we have 90% of our engineering plan and design.
 - e. Arrearages - Covid-relief grant paid for five delinquent accounts. This was a ONE TIME grant. It will not be repeated. The five accounts that received grant money will be held responsible to pay their bill immediately at the start of 2022 fiscal year. After thirty days, a late fee of \$15/month will be applied to these five accounts. After one year a lien will be placed on their lot. Decision to be reviewed after a year. M/D/V
 - f. Calfire Grant - still under review. Results will be announced in two months.
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Item 3: Plexiglass Bulletin Board - SEC

- Finalize the design after the election.
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Item 4: Issuance of Certificates - Certificates have been printed and signed. To be distributed at the Annual Meeting or mailed to members.

Item 5: Pending sale of 85 acre property backed out. The company should be prepared to address Community Easements, Water Easements, use of road and maintenance fee with the next potential buyer.

Liens - Lien Service - ACTION ITEM – President to contact the water company lawyer for recommendation on lien services

New Business:

Item 1: 85 acre - Grant proposal -VP SEE ITEM 2 SECTION B ABOVE

- a. Grants available for wildlife preservation
 - b. Monarch Butterfly
 - c. Hiking Trail
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Item 2: Responsibility of Grants and Term of Office

-President/VP/Sec– Grants application and implementation will need to be continued with the future Board. Officers will be responsible for working on the implementation, including audits, reports and filing a new application for the construction grant.

Action item: Change the term of service of LFMWC officers to two years. M/D/V

Reasons:

- 1. Two-year term will allow the Board to work on long term projects i.e. planning and construction grants.**
 - 2. The transfer of responsibilities of office is involved. There is a risk of important projects being abandoned by incoming new Board members if their mission and vision does not align with our forward progress in upgrading our water system.**
- To be placed on the ballot and presented for a vote at the annual meeting.**
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Item 3: - Annual Meeting and Election Preparation

-President/VP/Sec

Prepare Election Runner, send proxies, etc.

The Board will run for re-election

The Board has been nominated by Terry and Sue Patton and it accepts the nomination.

-Purchase an HDMI adaptor for a Zoom meeting at Alcouffe ACTION ITEM– AVP

Meeting adjourned at: 11:28