

**UNION HILL WATER ASSOCIATION**  
**5020 236<sup>th</sup> Ave. NE**  
**REDMOND, WASHINGTON 98053**

**Board of Trustees Meeting**

October 12, 2021

President Al Spencer called the meeting to order at 5:28 pm. Board members, Colby Caywood, Steve Sergev, Jim Kleppe and Rick Hardesty were in attendance. General Manager Teresa Fowlkes was also in attendance.

**Minutes of Previous Meeting**

The minutes from the September 21, 2021, meeting were reviewed and accepted as annotated.

**New Agenda Items**

b. Emergency Response Plan.

**Member Comments/Requests**

There were none.

**Manager Report**

- Roderick Extension – Team Nelson will begin the project on October 14<sup>th</sup>.
- South Reservoir SCADA Upgrade – This project is part of the 2020 – 2021 budget. Our contractor, Quality Controls, has been waiting for parts. Estimated ship date for the operator interface is October 15<sup>th</sup>. Cabinet to upgrade SCADA will be ready the first week of November.
- Office Manager – I have placed an advertisement for a replacement and have only received 4 viable responses.
- Restoration Work, Association Office – The restoration work is complete. The final step is to have the carpets cleaned and then the insurance will reimburse for all costs.
- Security – Second proposal received. Need to complete review.

**Discussion**

- a. Ordinance Litigation – Discussion.
- b. Emergency Response Plan – Request to have Pace Engineers update the Emergency Response Plan. Approved.

**Financial Report**

Financial comparisons were sent to the Board for review.

**Old Business**

There was none.

**New Business**

There was none.

**Action Item Review**

Earthquake Preparedness

**Executive Session** – Colby Caywood moved to go into executive session. Jim Kleppe seconded. Session began at 6:00.

Steve Sergev moved to exit executive session. Rick Hardesty seconded. Session ended at 6:11.

Meeting adjourned at 6:11 pm.

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Steve Sergev Secretary/Treasurer

Date \_\_\_\_\_