

**CROOKED RIVER RANCH WATER COMPANY
QUARTERLY MEETING OF THE BOARD OF DIRECTORS
November 4, 2020 –CRRWC Board Room Minutes**

I. CALL TO ORDER

The meeting was called to order at 3:02 PM on Wednesday, November 4, 2020, by President Nathan Russell. Roll was called, and those present were President Nate Russell, Vice President Jim Hussey, Secretary/Treasurer Sherry Loster, Board member Steven Proffitt and General Manager Frank Day. Board member Archie McCawley is out due to medical reasons.

II. APPROVAL OF MINUTES

President Nathan Russell then called for a motion to be made to approve the Minutes from the August 12, 2020 Board meeting. **Jim Hussey made the motion to approve the minutes from the August Board meeting, and Steven Proffitt seconded him. Vote was taken, and motion carried.**

III. ADDITIONS TO THE AGENDA

President Nathan Russell then asked the Board if any additional topics needed to be added to the agenda. General Manager Frank Day informed the Board that they would be going over the Board election results and nominating officers this Board meeting during the New business segment, as it was not on the agenda previously.

IV. TREASURER'S REPORT

Secretary/Treasurer Sherry Loster then presented the Financial Report for January through September 2020 as follows.

Revenue

Water Sales:	\$710,665
Misc. Service Revenue:	\$11,720
Cross Connection:	\$43,591
Cell Tower Rent:	\$5,608
(\$13,966.75 Check issued to T-Mobile in June for over payment)	
Total Revenue:	\$771,584

Expenses Total:	\$760,237
Deposits to Savings Accounts:	\$238,630
Net Income:	\$11,347

Year to Date

Contingency Fund Balance:	\$384,585
Loan Payment Reserve Balance:	\$333,927

President Nathan Russel asked for a motion to be made to approve the financial report. **Jim Hussey made the motion to approve the financial report as presented, seconded by Steven Proffitt. Vote was taken, and motion carried.**

V. OLD BUSINESS

A. Crooked River Ranch Club & Maintenance Association VS. Crooked River Ranch Water Company

Both parties have agreed to mediation on November 12. The Water Company will be represented by General Manager Frank Day and Vice President Jim Hussey. Eligible board members have signed **Resolution 2020-007**, which authorizes Frank Day and Jim Hussey to represent the water Company in mediation with set limits. The meeting will take place at the Deschutes County Fair Grounds.

B. AMR Meter program

General Manager Frank Day reported that 50 AMR Meters were installed in October and that 60 more AMR meters will be installed this month (November) before the 18th. AMR meters will continue to be installed throughout the winter (weather permitting). Frank will be ordering more meters in June of 2021, and he has allocated money in the 2021 budget to buy the last round of AMR meters for the rest of 2021-2022.

VI. NEW BUSINESS

A. Resolution 2020-006 – Approval of the 1500 Gold Employee Health Insurance Plan

President Nathan Russell asked for a motion to approve **Resolution 2020-006** to provide a better health insurance plan to employees. **Sherry Loster made the motion to approve the gold health insurance plan for Water Company employees, seconded by Jim Hussey. Vote was taken, and motion carried.**

B. Reimbursement to a Property Owner for Driveway Damage

In September 2020, the water tower was drained for cleaning. The water that was drained ended up following natural drainage and washed out a property owner's driveway. The Water Company has since repaired the driveway, but the driveway gets washed out again each time there is torrential rain. The property owner plans to install culverts under their driveway, and the CRRWC Board has decided to cut the cost (up to \$1,500) with the property owner. A Hold Harmless agreement is currently being drafted, and it will state that CRRWC will not be held liable for any future damage that occurs at that property after the culverts have been installed.

C. Election Results- Nomination of New Officers

The Board officer positions are President, Vice President, and Secretary/Treasurer. **Sherry Loster started nominations by nominating Nathan Russell for President, and Archie McCawley seconded her. Vote was taken, and motion carried. Sherry Loster then nominated Jim Hussey for Vice President, seconded by Steven Proffitt. Vote was taken, and motion carried. Jim Hussey nominated Sherry Loster for**

Secretary/Treasurer, seconded by Steven Proffitt. Vote was taken, and motion carried. The new Board Officers are President Nathan Russell, Vice President Jim Hussey, and Secretary/Treasurer Sherry Loster.

VII. OPERATIONAL UPDATE

General Manager Frank Day gives an update on happenings at the Water Company.

A. Backflow Installs

Frank reported that backflow installs for 2021 will occur once a month, if not every other month. CRRWC has completed the Backflow program in the summer of 2020. Property that has new ownership but the backflow is not installed in the meter box will be required to have a backflow installed in the meter box.

B. New Members

There has been a lot of property being sold and bought as of late on the Ranch. Frank said the office had been busy with new owners, with at least 18 new owners in the last month. The CRRWC has also completed a road crossing (extending the waterline across the street) on SW Peninsula Dr at the end of September, adding two more members to the water system.

C. New Bookkeeper

CRRWC has a new face in the office, as Julie Bright has been hired as the new bookkeeper.

VIII. MEMBER COMMENT PERIOD

No community members were present at this meeting (, and board members made no further comments.

IX. ADJOURNMENT

There being no further business, the meeting was adjourned at 3:16 PM on Wednesday, November 4, 2020.