

High Lostine Owners' Association (HLOA)  
Minutes of the Annual Meeting of Members  
May 21, 2022

The annual meeting of the members of the HLOA was called to order by President Ron Polk at 10:05 a.m., May 21, 2022, at the South Fork Grange in Lostine, Oregon.

The quorum requirement was met with 23 people in attendance, representing 19 of 34 memberships and 23 of 38 lots (five lots/memberships by proxy). (See attached sign-in sheet and proxies.)

Ron began the meeting by introducing and thanking the Board members. Attendees briefly introduced themselves.

### **Secretary's Report**

No lots have been sold since the last membership meeting.

### **Treasurer's Report**

Terry Polk gave a brief overview of the sources of HLOA income: \$150 annual general assessment (the maximum allowed) and a two-part water assessment. Base fee is paid forward for 12 months and water usage is paid backward for 12 months. All but five lots are now connected to the water system. The third bank account holds the Water Reserve funds, which are our insurance for maintaining the long-term functioning of the water system. She encouraged members to pay their bills on time. Reports for 2021 year-end and 2022 year-to-date were provided.

### **Committee Reports**

#### ACC (Architecture Control Committee)

Sara Smith reported that since the last membership meeting the committee approved applications for one house and one shed. The Committee is currently wrestling with the language for a policy regarding temporary use of outbuildings and campers. The committee works at keeping current with government regulations and new building materials. Sometimes it is challenging to be both flexible and true to CC&R guidelines.

#### Companion Document & Bylaws

Nancy Clarke reported that the only change in the Companion Document since the last meeting is clarification on a small detail regarding cost-splitting for water hook-ups. The current version is on the website. Everyone should be very familiar with this document because it incorporates all of the policies, rules and regulations for the association. The Board is declining to pursue new by-laws at this time because the issue isn't urgent and the effort would be time-consuming and expensive.

#### Website (HighLostine.com)

Jim Dameron reported that all of today's meeting documents are posted. The site is getting about 30 hits per month, so it seems to be serving some people's needs. It is functioning much like a file cabinet for a lot of complex documents. Members indicated they find it friendly and useful. Anyone who has photos to freshen-up the site should send them to Jim.

### Weeds Committee

Jim Dameron reminded everyone that managing officially-designated “noxious weeds” is an important responsibility in an agricultural county. He also encouraged members to think of our acreage as a garden. We don’t just cut and poison; we can plant good native species. The goal is to get common and private lots to a place that weeds can be managed by hand.

In a discussion of last year’s collectively-organized weed spraying some owners would like to participate again, provided that it can be done earlier in the season. Jim agreed to coordinate, but insists we need a new lead person.

Ron thanked Jim for both his past service and his resignation poem, and asked members to consider volunteering to be the new Weed Committee chair.

### Fire Preparedness Committee

Ron Polk noted highlights from Jeremiah Marsh’s written report. Mike Eng is coordinating the *Firewise* program for the upper valley. Multiple owners are taking advantage of this funding and the specific contractors who create defensible space around structures. The HLOA is in the second of a three-year thinning project on the west common lot; we receive a substantial financial subsidy for this work. Gary Willis has trained people on how to use the “Brush One” fire truck. The forest service is doing a lot of fuels reduction work on the south boundary of our subdivision.

### Water System Liaison

Ron’s report indicates the excellent results from our quarterly testing for coliforms and annual testing for nitrates. We had only one small break this year requiring additional testing.

### Water Committee

Fred Brockman thanked the hard-working committee members for their service: Rick Welch, Matt Walker and George Oja. He recapped the decision-making process. The 30-year plan provides a long-range road map for the system. The Committee recommends projects each year. The Board sets the rates and approves how the funds will be spent. The committee reports back to the board and membership on activities and spending.

#### Reminders:

- If a “DO NOT USE WATER” notice is in effect then DO NOT USE WATER even though it works at your lot. This is important for finding leaks and for decontamination.
- If the light on the wellhouse at the entrance to the subdivision is flashing, tell somebody on the water committee immediately. We have had three close calls recently with a nearly empty reservoir. An air horn alert is being installed.
- High use activities (lawns, hot tubs, car washing) should be done between 8 am and 8 pm rather than at night. This helps with water quality.

Things have been running smoothly lately so we haven’t yet had to hire a system manager. Rates this year will be the same as last year: \$430 per lot and \$10.50 per 1,000 gallons used. The Board also approved a capital expense for installing a back-up power system. An extended power outage during a hard freeze or during a fire would be dangerous to the system.

Ron reminded owners that without a functioning water system our lots would be worthless. We are lucky to have such great volunteers who use the assessments very effectively.

### **Notification of Board Actions After August 28, 2021**

In lieu of many pages of minutes the Board supplies the bulleted list of actions to the members. He highlighted two in his oral report:

- River Common Lot Improvements. At the last membership meeting multiple owners expressed interest in improving the trail to the common lot and along the river. The Board developed guidelines for volunteer “light maintenance”. (See the document for details.) For reasons of expense and liability the Board declined to authorize any infrastructure development unless someone can propose a viable long-term maintenance plan.
- Easements for the Water System. Sale of the lot where the HLOA well is located revealed that HLOA easements were not adequately in place. This has been resolved, but we now know that easements are ambiguous and inadequate for all of the remainder of the water system. Roads, mains, and electrical lines aren’t thoroughly covered. Later this year owners will be asked to sign a single easement document saying that the HLOA can bring equipment on their property to fix the system. This will be filed at the county and will apply to all relevant deeds. This will NOT be for the owners’ private portions of the lines.

### **Election of Director to the Board**

Fred Brockman’s term on the Board is concluded today. He strongly encouraged new people to get involved. With only a little arm-twisting Pete Morse agreed to serve a 3-year term. The membership elected him unanimously by voice vote. Ron thanked Fred for his extensive service to the HLOA, and is relieved he will continue in his role as Water Committee Chair.

### **Other New Business, Updates and Questions**

Owners were interested to know about what happens to the electricity in the event of a fire. Knowledgeable members reported that if “Go” is ordered the power will be shut off. This is one reason the association is pursuing a back-up power system so that water can continue to be pumped.

Owners also shared stories about organisms in the water that cause various-colored molds. Fred, a water microbiologist, provided interesting commentary and said this is normal.

EMS personnel want to remind owners to keep the brown sticks with their address number plainly visible at driveway entrances. Reflectors are helpful.


In the event of cardiac arrest, bystanders should (a) call 911 (b) send someone to get the Automatic Electronic Defibrillator owned by the Polks, and (c) conduct CPR. Terry Polk will give a demonstration at the end of this meeting.

Happy hour at the Polk’s riverside deck today at 4:00. Bring your own drinks and snacks.

Donations for our voluntary non-owner snowplow guy are being collected in the hat.

**Adjournment:** 11:40.

Respectfully submitted,

A handwritten signature in black ink that reads "Nancy Clarke". The signature is written in a cursive style and is placed on a light-colored rectangular background.

Nancy Clarke, Secretary effective May 7, 2011

**Attachments:**

Sign in sheet & Proxies

Treasurers Reports 2021 and 2022 Year-to-date

Weed Committee Report

Fire Preparedness Committee Report

Water Liaison Report

Water Committee Report

Board Actions Since the Last Membership Meeting Summary

List of Owners & Map