

High Lostine Owners' Association (HLOA)
Minutes of the Annual Meeting of Members
April 29, 2017

The annual meeting of the members of the HLOA was called to order by President Ron Polk at the Presbyterian Church in Lostine, Oregon, at 1:15 p.m. on Saturday, April 29, 2017. The quorum requirement for purposes of electing directors was met with 21 lots represented in person or by proxy. (See attached sign-in sheet and proxies.)* Ron opened the meeting by identifying the five lots that have new owners this year, and by extending a welcome those in attendance. He introduced the Board and officers. Members introduced themselves.

Association Reports

Secretary's Report

Nancy Clarke identified the materials that were distributed by mail and on site. She requested that owners update their contact information on the appropriate sheet, especially email addresses because this saves the Association mailing costs.

Treasurer's Reports

Cheryl Oja distributed the annual report indicating balances of \$6593 in the general account and \$9676 in the water account. A second report shows how money has been spent over the past year. She urged members to pay their assessments promptly, and reminded owners that payment plans can be worked out if needed. She reminded owners that the general annual assessment (usually \$150) is billed in January. The water bill is mailed in early May, and consists of two parts: the annual per-lot assessment for the next 12 months and the usage fees for the preceding 12 months.

Committee Reports

Architectural Control Committee (ACC)

Rick Welch reminded owners that all improvements on lots, not just houses, need to be approved by the committee. Procedures are available at the HLOA website. The committee has approved one application since the last annual meeting, and one additional one for septic and water to an existing structure is currently pending.

Website

Fred Brockman gave an update on our web site, www.HighLostine.com and identified the kinds of information available. The minutes from today's annual meeting will be posted on the website following board approval in the fall. The home page has a "New Content" headline, so members are encouraged to check-in from time to time. Members reported great satisfaction with all the work Fred does to keep this functioning.

Weed Committee

Jim Dameron reminded owners that eradicating official "noxious" weeds is a regulatory issue. He distributed pamphlets noting leafy spurge, common bugloss and the ever-present knapweeds are the highest priority for eradication. The county staff will provide educational visits to your lot if needed. The county program continues to pay 50% of the cost if owners use a certified weed-control person. Heath Naughton (541-263-2965) is the firm hired by the HLOA to manage our easements and properties. Owners Rick Welch and Joel Roth report experimenting with a weevil that eats only knapweed with some success. HLOA owners need to remain vigilant about weed treatment, especially absentee owners.

High Lostine (CC&Rs) and Bylaws Revision

The Covenants, Conditions and Restrictions (CC&Rs) establish legal limits that accompany the deed to land within the High Lostine Subdivision. Nancy Clarke reported that "The Companion Document" has been completed and approved by the Board, and she distributed a description and table of contents. This new document consolidates all of the policies and procedures that the Board and association have adopted over the last 20 years in order to interpret and implement the CC&Rs. It also adds call-out boxes that capture ideas that were generated by the CC&R revision committee, but have not been adopted.

The document will be distributed electronically to members along with a survey asking for input about future uses of the document. She requested volunteer help if anyone has skills regarding web delivery of documents and electronic surveys.

Water System Liaisons

The Water System Liaisons (Bobbie and Gaye Behnke) oversee our water sampling plan, making sure that quarterly and annual samples are drawn, packaged and shipped within 24 hours to the regional lab. Bobbie reported that we had a positive coliform report this year, which required many additional tests and expenses in order to comply with state regulations, even though no pathogens were ever identified. We learned a lot in the process about what to do if pathogens ever ARE identified. The liaisons also keep the registry of the number of HLOA water connections, which determines when we will be required to switch to stiffer federal standards (>14 connections or serving >24 people year round.) Bobbie and Gaye strongly encourage some new owners to get trained and become back-ups for this important function.

Bobbie emphatically thanked all the members of the water committee for the extensive time they contribute to planning and maintaining the system, especially responding to this newly identified problem.

Water Committee

Ron reminded members that we have increased the amount that HLOA charges for water, but it is still a bargain relative to "town," and that the Board and Committee are being thoroughly accountable to the membership about where the funds are going. Fred Brockman provided extensive financial and operational reports regarding our water system. Highlights include:

Volunteers. The water committee, including Dick Bull, George Oja, Matt Walker, and the Liaisons Bobbie and Gaye, have put in many dozens of hours this year, and need more volunteer help. A full-time resident is especially critical to help with sampling. **Please volunteer!**

Financial performance. Our ability to plan and track expenses is greatly improved. The biggest and most important system improvement this year was getting the electrical system installed. This year we made good progress toward building our capital reserve, though this was partly accomplished by postponing two of the planned improvements. Expenses were higher in operations because of the water sample problem and extra testing reported before by Bobbie.

Coliform count. The cause of the coliform positive result that prompted all the retesting was likely that we are not turning over the water frequently enough. Keeping the tank less full improves turnover, but leaves us vulnerable to fire fighting needs. Improvements were made in the telemetry, electrical line and radio. George noted that Fred's computer modeling has been tremendous help for understanding and mitigating the problem.

30 year water system plan. Major progress on this plan has been made. The \$2000 spent for a LaGrande engineer was extremely helpful. Our current asset is worth about \$350,000. The Report is available if people want to see it. The Engineer said, "I wish all the small owner water systems were as diligent as HLOA. You are smart to be ahead of the game."

New Tank. This need is becoming more urgent. The Committee has examined how much water we would need for three different types of fire. A second tank of 10,000 gallons would provide better drinking water turnover and better fire suppression options. The Board agreed to earmark \$7000 for pursuing this concept and authorized the committee to pursue the government surplus program for a used tank.

Budget for next year. The Board approved the 12 month \$18,000 budget for the coming water year. This will keep the rates the same as last year (\$350 base plus \$7/1000 gallons.) It plans for the two delayed projects, installing meter setters anytime we are in a box to reduce stress on pipes, and a pump saver because the pump is running longer. We haven't had huge emergencies lately which is a relief. Every year the positive balance in the water budget is being earmarked for the long-term capital

investments reserve fund. This budget also adds a “cushion” which is helpful for managing short term finances. It would be carried forward if not spent.

Operations manual. This was updated based on what we learned from our chlorination experience. Copies are filed with committee members and secretary. **IF YOU SEE THE RED FLASHING LIGHT AT THE WELL HOUSE OR YOU RUN OUT OF WATER CONTACT SOMEONE ON THE WATER COMMITTEE IMMEDIATELY.**

Reminders:

- The 200 gallon tank for temporary use in emergencies is in Ron’s garage.
- Barrels for fire fighting equipment: code is 2011. Instructions under the lid

Fire. The Water Committee has identified important fire issues outside of the water committee’s expertise, and recommends that responsibility for fire issues be assigned to a new committee. Specifically the County Fire Protection Plan designates the area west of the development as an “extreme” fire risk that would be fought by ODF. Planning is underway for improving cooperation and preparation. We need to make decisions regarding our commonly-held 35 acres which runs approximately one-half mile along the west edge of the development. A 25% subsidy likely will be available for fuels reduction, but the expense for the remaining 75% will be quite high. An unknown amount of the timber may be harvestable. All owners, but especially those on neighboring lots, will be affected. The committee should also investigate obtaining sprinkler kits.

Tamarack Lane Maintenance

Mickey McClendon has recommended, and the Board has agreed, that a new committee should be organized for coordinating snow removal. The group will be charged to identify ways to keep the road safe for winter use while also keeping costs to the association as low as reasonable. Volunteers are an important resource, if they are trained, and not everyone has the same kind of vehicles or schedules. The group will make recommendations to the Board at its fall meeting. Anyone interested should contact Mickey.

New Business

Notification of Board actions after April 30, 2016

Ron directed members to the document that summarizes actions that the Board of Directors has taken since the last report was given to the owners. This summary is not the official minutes, but helps to apprise members of the actions that have been taken on their behalf by the Board. He is happy to provide more detail to anyone interested.

Election to Replace One Expiring Term on the Board of Directors

Two Board members, Ron Polk and Jan Bird, have completed their three-year terms of service. In addition one board member, Kelly McDonald, has moved, leaving one year of her term vacant. The Board decided to open this position to membership election as well, rather than appoint someone to the vacancy. Ron opened the floor to nominations. Jan reported how much she has learned through her experience, and encouraged others to volunteer for this very important function. She will step down, and was thanked profusely for her service, as were all the officers of the past year.

Bobbie Bull nominated Ron Polk, who indicated willingness to serve an additional term. George Oja nominated Rick Welch for a full term. With some cajoling, Dick Bull indicated willingness to complete the last year of Kelly’s term. With no additional nominations the slate was approved unanimously by the owners.

The Board will meet immediately after this meeting to elect officers.

Nominations for Committees/Officers from the Floor

All members are encouraged to volunteer for committee work. New volunteers: Bob Jenson agreed to serve on the water committee. Gary Willis and Paul Wecks are offering fire expertise, including fuels reduction planning. Cheryl will help with the new policies needed regarding a reserve account. Mickey MacClendon will chair the Tamarack Road Maintenance Committee.

Other new business to be brought before the owners

None

The potluck will be held this evening at the Ron and Terry Polk's home at 5:30.

Adjournment

The meeting adjourned at 3:55 p.m.

Respectfully submitted,

Nancy Clarke, Secretary effective May 7, 2011

Attachments:

Treasurers Report

CC&R Committee Notice of Companion Document

Water Committee Report & Fire Committee Supplement

Water Managers Report

Board Actions Summary

List of Owners & Map