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**MINUTES OF REGULAR BOARD MEETING**  
**SURFSIDE HOMEOWNERS ASSOCIATION**  
**MAY 17, 2010**

**B.OT. Present:** Jim Flood, Chris Hanson, Martin Jenkins, George Miller, Grant Murrell, Larry Nelsen, Debbie Richmond, John Williams

**B.OT. Absent:** Gary Williams (excused)

**Staff Present:** Ginger Byrd, Dan Waterbury, Barbara Robinson, Sara Chase, Jim Meyers

**Call To Order:**

President, Jim Flood called the meeting to order at 9:00 a.m.

**Safety In The Workplace:**

Jim Flood stated that it is National Sleep Month. A good night's sleep is paramount to safety. Without adequate rest poor decisions regarding safety can be made. Larry Nelsen stated that they have been updating the safety plan and are working on tail gate topics and the Material Safety Data Sheets for all chemicals. Barbara Robinson General Manager, said that there is ongoing work on the Surfside safety plan, and that the Water and Field Service staff watch videos from the Labor and Industries once a month after staff meetings.

**Floor Comments:**

Nancy Cheney asked if we could revisit the idea of getting out side bids for the water line replacement project. She questioned if the information that we are receiving regarding numbers is reliable. She questioned if it would not be better to have the liabilities be with an outside contractor and if the number of employees in the Water Field Services Department could not be reduced. Barbara Robinson, General Manager responded that we have solicited the professional services of Bill Neal to work with the Water Field Services Department during Bob Haskin's medical leave, and that Bill has extensive expertise and is working with the crew at this time on the saturator. We will be taking a look at several issues.

Georgia Mourikis spoke about the "Map Your Neighborhood" project. She asked if the Emergency Management Committee headed by Chris Hanson is an active committee. Georgia has the packet of information needed to get us started with this project. She stated that Ed Archer would be a great resource to get this project up and running. Barbara Robinson said that she would take the packet and work with Chris Hanson to get this committee re-activated. Georgia also asked if the Sheriff could put a monthly report in the "Weekender". Georgia asked if the water flushing accounts for the improvement in the numbers. Dan Waterbury said that it did help, and that getting the saturator online has also helped with the reduction in byproducts.

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## **DRAFT**

Nancy Cheney asked if the Small Works Roster is being used. Barbara Robinson assured her that it is active, current and used.

The agenda for the Board Meeting was approved and adopted as submitted.

The minutes of April 17, 2010 were accepted as submitted.

### **Old Business:**

Barbara Robinson stated that State Representative Brian Blake will be the guest speaker at the Annual Membership Meeting July 10, 2010. Topics suggested include the State of the Economy and Health Care.

The 2010 Board Goals are ongoing. Barbara anticipates that the Reserve Fund Policy will be completed in June. The Bass Fisheries project has been completed with two thousand fish planted the first of April. She is working with the Water and Field Service staff on completing the Safety Program. A maintenance schedule is in place, and we are working on a better process for inventory control. Debbie Richmond is working on forming an RV Committee which would work with Lands and Buildings to improve the RV Storage Lot. Water quality is an ongoing issue. The saturator went on line April 19<sup>th</sup> and Bill Neil is working with the crew on establishing the correct levels of potassium for the saturator. We continue to work on cross training with all staff.

### **New Business:**

#### **Flag and Memorial Dedication:**

George Miller stated that we are ready for the flag and veteran plaque Dedication Program for 306<sup>th</sup> Bridge project. George thanked the Water and Field Services crew for all of their work and enthusiasm.

#### **RV Committee Charter:**

Debbie Richmond presented the charter for the RV Committee. This committee would replace the RV Compliance Committee and the RV/Compactor committee. Debbie Richmond moved to adopt the new committee charter for the RV Committee with one change to state that meetings will occur monthly submitted and incorporate the Charter into the Surfside Operations Manual. John Williams seconded the motion. The motion passed unanimously 8-0

#### **Nomination Committee – Candidate Applications:**

Debbie Richmond announced that the only declared candidates for the open board positions are the incumbents. The candidates will be introduced to membership at the June 19, 2010 Board Meeting with a chance to visit with all candidates immediately

## **DRAFT**

following the meeting. All proxies will have to go to Martin Jenkins as the sole executive committee trustee not running for office.

Barbara Robinson presented proposed election process changes to the operation manual. The process now designates the shorter term goes to the candidate receiving the smaller number of votes. The change would allow a candidate to indicate the length of term that he/she is running to fill. This situation only arises when there is a position to fill that has been vacated prior to the term expiring. Tabled until after August 21, 2010 meeting.

### **Communications:**

Incoming and Outgoing correspondence was available to all board members to peruse prior to the meeting.

Barbara Robinson and Ginger Byrd met with a Labor and Industries Consultation Representative. The number of injuries that we have had lately triggered the visit. The small claims do not impact us greatly. The larger claims take three years to increase our rates. Labor and Industries will work with the employer to implement accident prevention programs. We currently access there video library for safety films.

### **Staff and Committee Reports:**

Water and Field Services report was presented by Dan Waterbury. The four main breaks at the end of April were addressed. The breaks were a result partly of the flushing program, old repair practices and a brake at a saddle. Dan is learning new tasks in the absence of Bob Haskin and Gil Gonzalez. Dan is working closely with Barbara and Bill Neal. Grant Murrell thanked Dan for the detailed report this month. The Board thanked Dan and the crew for their hard work.

The Tree Committee had a meeting with Connie Biggs from Pacific County Fire District #1 as a part of the Firewise Program. A Firewise Committee will be established and goals set. They have selected a Surfside owned property at 350<sup>th</sup> street for the Firewise Program as an area to demonstrate what can be done to make properties safe. The plan is to work in tandem with Fire District #1 on a project that could be highlighted in the Chinook Observer. All costs of the Firewise Program can be off set with in kind work.

Martin Jenkins suggested that an article in the Newsletter addressing the insurance of bank accounts and the fact that the insurance amount of \$250,000 per account has been extended through 2013 would be of interest to the members.

### **Financial Motions:**

## DRAFT

Martin Jenkins moved to approve check number 1024 payable to H.D. Fowler in the amount of \$376.27 for water line replacement project. Debbie Richmond seconded the motion. The motion passed unanimously 8-0

Martin Jenkins moved to approve check number 12785 payable to Hill and Son Excavating in the amount of \$925.50 for the 306<sup>th</sup> Bridge Project to come from carry over generator cover funds. Grant Murrell seconded the motion. The motion passed unanimously 8-0

Grant Murrell moved to accept all Staff and Committee Reports as submitted. Debbie Richmond seconded the motion. The motion passed unanimously 8-0.

### **Floor Comments:**

None Heard

Meeting recessed to closed session at 11:00 am.

At 11:28 the meeting resumed. There being no further business. Martin Jenkins moved to adjourn the meeting. John Williams seconded the motion. The motion passed unanimously 8-0. The meeting was adjourned at 11:30 am.

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Jim Flood, President to the Board

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Grant Murrell, Exec. Committee Secretary

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Sara Chase, Recording Secretary