

TOLLGATE WATER COMPANY
BOARD MEETING MINUTES
TUESDAY, April 25, 2017

I. CALL TO ORDER

Malcolm Murphy, Board Chair, called to order the Tollgate Water Company Board of Directors Meeting of April 25, 2017 at 6:35 p.m. Additional Board Members present were Hal Boley, Karen Harvey, Ron Thorn and Wally Kundert. Employees present was Betty Fadeley, Business Manager and Ken Birkes, Maintenance Manager. Tom Davis had an excused absence. The meeting was being taped to aid the Board Secretary in composing the minutes.

II. PRIOR MINUTES APPROVAL

It was moved, seconded and passed to approve the Minutes from the January 24, 2017 Board Meeting as submitted.

III. TREASURER'S REPORT

It was moved, seconded and passed to approve the Secretary/Treasurer's report as submitted. This report is available at the Tollgate office for your review.

IV. COMMITTEE REPORTS

A. REPORTS FROM BOARD COMMITTEES

1. Water Distribution Managers

We have completed the replacement of the submersible pump and rebuilding of the well motor on Well 1.

B. REPORTS FROM OTHER COMMITTEES

1. No Report

V. OLD BUSINESS

A. Board Members Karen Harvey and Wally Kundert met with the available board applicants on March 24, 2017 and reported to the Board at the Workshop of April 11, 2017. It was moved, seconded and passed to appoint Chuck Mohler of Lot 111 to the vacant Board position expiring August 2018.

B. Address the Board Form from David Johnson of Lot 234 and Earl Schroder of Lot 355. The Board has been asked by members to review the "prolonged absence of any Board member" from meetings. Regarding the absence of Board members from association meetings: the Board has carefully studied the language in the Director Duties & Standards of Conduct Policy and the Board Member Agreement to Serve, the association Bylaws, and the opinions of Association Counsel, Max Merrill. While the circumstances of each the specific case of the excused absence of the current Chair. The Board concluded: Based on our findings we find no regulatory reason nor circumstance to request any current Board member to resign.

If the membership does not agree; their recourse is to not re-elect any Board member they feel does not deserve their support and/ or pursuant to TPOA Bylaw 4.3, 25% of the membership may call a special meeting to discuss the issue further. C. Address the Board Form from David Johnson of Lot 234 regarding a member(s) providing a written synopsis of Tollgate Board Meeting(s) as an addendum to the minutes. The TPOA Board of Directors whole heartedly supports members preparing their own written synopsis of the discussions at Special and Regular Board Meetings. As to the issue raised of placing an addendum of such a "meeting synopsis" prepared by one or a group of the 440 property owners, to the Board Meeting minutes: The Board has conducted a careful review of the TPOA Bylaws 7.4.1 and 9.5; ORS 94.657; Roberts Rules of Order sections 59 and 60; and the advice of TPOA Counsel. After review of the above cited Counsel advice, the referenced TPOA bylaws and State Law, the Board members are in agreement that it would not be advisable to attach the above described addendum to the official Board meeting minutes recognizing that there is an audible recording available to the membership of each Special and Regular Board meetings.

- D. Phase 2 of our valve replacement project will begin Monday, May 15 at 1 in the morning and through Thursday, May 18 (time will be determined by project results). This project will involve the water supply being shut off for approximately 4 days and the electricity being shut off sporadically during the working hours.
- E. The Board reviewed the 14 resumes we received for the Business Manager's position and on April 21, 2017 the Board met in Executive Session. Pursuant to Bylaws Article 6, It was moved, seconded and passed to hire, having successfully passed a reference and credentials review, Kristina Johnson, to begin training on or before May 30, 2017, to replace the current Tollgate Property Owners Association Business Manager upon her retirement.

VI. NEW BUSINESS

- A. The Board has reviewed the Inventory Report and found no exceptions.
- B. The Board has reviewed the Cross Connection Policy and found not exceptions.
- C. The Board has reviewed the Emergency Response Plan and found no exceptions.
- D. The Board has reviewed the Water Consumption Report and found no exceptions.
- E. It was moved, seconded and passed to appoint Board Member, Wally Kundert, as Chair of the Nominating Committee to recruit lot ownersto run for the two expired Board positions of August 5, 2017.Positions expiring are Malcolm Murphy's and Hal Boley's.
- F. Board remarks for the record: 1. Next Board Workshop will be Tuesday, July 11, 2017 at 9:00 a.m. and the Board Meeting will be Tuesday, July 25, 2017 at 6:30 p.m.

VII. MEMBERSHIP ITEMS

Address the Board Forms - David Johnson of Lot 234 (Addressed in Old Business B & C) and Earl Schroder of Lot 355 (Addressed in OldBusiness B.)

VIII. ADJOURNMENT

the Tollgate Water Company at 7:26 p.m.

Minutes approved by: _____
Karen Harvey Secretary/Treasurer

Audio tape and minute attachments are available for review at the Tollgate office.

PROPERTY OWNERS ASSOCIATION
BOARD MEETING MINUTES
TUESDAY, April 25, 2017

I. CALL TO ORDER

Malcolm Murphy, Board Chair, called to order the Tollgate Property Owners Association Board of Directors Meeting of April 25, 2017 at 7:29 p.m. Additional Board Members present were Hal Boley, Karen Harvey, Ron Thorn and Wally Kundert. Employee present was Betty Fadeley, Business Manager and Ken Birkes, Maintenance Manager. Tom Davis had an excused absence. The meeting was being taped to aid the Board Secretary in composing the minutes.

II. PRIOR MINUTES APPROVAL

It was moved, seconded and passed to approve the Minutes from the January 24, 2017 Board Meeting as submitted.

III. TREASURER'S REPORT

It was moved, seconded and passed to approve the Secretary/Treasurer's report as submitted. This report is available at the Tollgate office for your review.

IV. COMMITTEE REPORTS

A. REPORTS FROM BOARD COMMITTEES

1. PLANNING AND LAND USE REVIEW COMMITTEE (PLURC) REPORT

It was moved, seconded and passed to approve the PLURC report as submitted.

B. REPORTS FROM OTHER COMMITTEES

1. The Homeowner Booklet committee met on February 9th and March 23rd, during which the CCR section was finalized and the committee moved on to writing sections for Amenities, Emergency, General Information, Administration, Fun Facts and Enforcement. Next meeting April 27th.
2. The Sign committee met on February 9th and March 23rd, during which the signage for the foot and bike trail entrances was discussed. Also, with Ken Birkes, the committee completed an assessment of the roadway signage with a "drive thru" of the development. Next meeting April 27th.
3. The Enforcement Policy committee met on February 23rd and March 23rd, during which the form "Report of Possible Violation" was completed and the first drafts of the process guidelines were worked on. Next meeting April 27th.

V. OLD BUSINESS

- A. Board Members Karen Harvey and Wally Kundert met with the available board applicants on March 24, 2017 and reported to the Board at the Workshop of April 11, 2017. It was moved, seconded and passed to appoint Chuck Mohler of Lot 111 to the vacant Board position expiring August 2018.
- B. Address the Board Form from David Johnson of Lot 234 and Earl Schroder of Lot 355. The Board has been asked by members to review the "prolonged absence of any Board member" from meetings. This issues was answered during the Water Company Board Meeting.
- C. Address the Board Form from David Johnson of Lot 234 regarding a member(s) providing a written synopsis of Tollgate Board Meeting(s) as an addendum to the minutes. This issues was answered during the Water Company Board Meeting.
- D. The Board reviewed the 14 resumes we received for the Business Manager's position and on April 21, 2017 the Board met in Executive Session. Pursuant to Bylaw 7.3.2, it was moved, seconded and passed to hire, having successfully passed a reference and credentials review, Kristina Johnson, to begin training on or before May 30, 2017, to replace the current Tollgate Property Owners Association Business Manager upon her retirement.

VI. NEW BUSINESS

- A. The Board has reviewed the Inventory Report and found no exceptions.
- B. The Board has reviewed the Pool Policy. It was moved, seconded and passed motion to change the pool hours to seven days a week 10:00 a.m. to 7:00 p.m. Adult aerobics and lap swim from 10:00 a.m. to noon daily. 12:00 to 6:00 open swim and 6:00 p.m. to 7:00 p.m. adult lap swim.
- C. The Board has reviewed the Emergency Response Plan and found no exceptions.
- D. It was moved, seconded and passed to appoint Board Member, Wally Kundert, as Chair of the Nominating Committee to recruit lot owners to run for the two expired Board positions of August 5, 2017. Positions expiring are Malcolm Murphy and Hal Boley.
- E. It was moved, seconded and passed to increase the property transfer fee from \$100 to \$150. This increase is needed to offset the employee costs for information requested from Escrow Companies?

F. The Board is in the process of researching the purchasing a John Deere Skidsteer with a front mount snow blower and construction bucket. This will give us an added piece of equipment for all around use and professional snow removal equipment in the winter. G. Address the Board Form from Lori Chase of lot 241 requested the purchase of Pickle Ball equipment and court striping of the tennis court. We will be sending out a questionnaire to the property owners inquiring of their interest in a pickle ball court.

G. Board remarks for the record:

1. Next Board Workshop will be Tuesday, July 11, 2017 at 9:00a.m. and the Board Meeting will be Tuesday, July 25, 2017 at 6:30 p.m.

VII. MEMBERSHIP ITEMS

Address the Board Forms - David Johnson of Lot 234 (Addressed in Old Business B & C,) Lori Chase of Lot 241 (addressed in New Business G) and Earl Schroder of Lot 355 (Addressed in Old Business B.)

VIII. ADJOURNMENT

The Board Meeting of the Tollgate Property Owners Association was adjourned at 8:22 p.m.

Minutes approved by: _____
Karen Harvey Secretary/Treasurer

Audio tape and minute attachments are available for review at the Tollgate office.