



CMCC Board Meeting  
November 28, 2020

**Present:** President-Mark Jacobsen, Vice-President-Kathy Lawrenson, Treasurer-Scott Jackson, Secretary-Kay Birkett, Water Manager-Bob Connolly, Assistant Water Manager-Doug Robinson, Road Manager-Micheal Skredsvig, and Community Coordinator-Paula Berg. Mark called the Google meeting to order at 4:15 PM. All board members were in attendance.

**Secretary's Report:** Kay presented the amended draft minutes from the October 31, 2020 meeting. Scott moved the minutes be approved as read. Doug seconded and the minutes were approved.

**Treasurer's Report:** Scott presented his report. See attached for details.

**Account Balances:**

**Banner Bank Checking Account:** \$3,976.58

**Banner Bank USDA RD Loan Account:** \$13,305.00

**Accounts Receivable:** \$467.33 with one lot owing and \$170.86 with overpayments by 4 lot owners

**New Lot Owners:** New owners of Lot 55: Kelley and Kevin Menard.

Scott received a refund check from Big Foot Construction for unused materials returned to vendor when the CMCC portion of the Harrison Creek project was completed. Scott received letters from our insurance company informing us of a general rate increase for 2021. There was discussion with regard to the bill due at the end of December. *Bob moved Scott call the insurance company to ask for a waiver for full payment at this time. This will give us time to procure a loan for additional funds if necessary, which will be repaid before the end of the fiscal year in July; the board will decide at a future meeting when we have sufficient money to repay a loan.* Kathy seconded and the motion passed unanimously with Scott abstaining.

**Water Report:** Bob gave his report. We have had no water issues since our last meeting and usage has been around 13,000 gallons for the month. Bob located and marked the connection at Harrison Creek. He is planning to coil excess water line sometime in December and store it in the well house.

**Road Report:** Micheal blew leaves off the side roads. He also reset a "Stop" sign on Park Lane that was knocked over, possibly by a delivery driver.

**Unfinished and Continuing Business:** Paula continues to work on new forms for contact information for all community members and provide them with preferences for CMCC contact. There was discussion about how best to go forward with this. Board members gave input which she will use to present an updated version at the next meeting. Bob also has requirements for water system users that he would like to consolidate into our policies and procedures. Bob and Scott will make recommendations on information and language to be used for the form and put together a water service agreement package for board review. Paula has been working on updating the website including an option to view meeting minutes online. Kay will put together a mailing for those 20 people that have requested not to receive CMCC email. She also needs signed 2021 conflict of interest forms from each board member.

**New Business:** We discussed a date for the January, 2021 meter reading. Bob moved *we read the meters on January 3<sup>rd</sup>.* The motion passed. Our next meeting will be another Google meeting scheduled for 9 AM, December 19th. Paula will set up the meeting online. The meeting was adjourned at 5:12 PM.

Kay Birkett, CMCC Board Secretary

Board Approved December 19, 2020