

**Oak Meadows Service Company OMSCO**  
**Minutes**  
**September 8, 2011**

**Present:** Les Schaub, Jeff Houpt, Randy Walther, Chris Lehrman, Chris Brown

Others: Donna Yost, Bookkeeper/Assistant

The meeting was called to order by Jeff Houpt at 5:40 p.m.

**APPROVAL OF THE MINUTES OF August 11, 2011**

**Randy Walther moved to approve the minutes of August 11, 2011. Les Schaub seconded the motion. The motion was approved unanimously with 2 abstentions from Chris Lehrman and Chris Brown who were not at the meeting.**

**REVIEW OF AUGUST FINANCIALS, APPROVAL OF ACCOUNTS PAYABLE AND REVIEW OF PAST DUE ACCOUNTS.**

Three accounts were discussed on the Accounts Receivable list. Sarver has been sent a letter for being over 90 days. Schwenter is now over 90 days, but the house has been vacated and there is no one to send collection letter to. It was decided to wait another month and see if the bank contacts OMSCO before turning the water off. Prough did not respond to letter sent in last month's billing regarding non-payment of non-working meter fees. This has gone over 90 days and if nothing is heard from them soon as to why they feel they need not pay these fees the usual collections procedures will be followed.

**Chris Brown moved to pay the accounts payable of \$9,881.05. Randy Walther seconded the motion and it was passed unanimously with 1 abstention (Chris Lehrman).**

**Les Schaub moved to accept the financials of August 2011. Chris Brown seconded the motion and it was passed unanimously.**

**OPERATORS REPORT.**

Everything looks fine again this month.

**METERS**

The \*\*\*\* sent a note this month that there is no one living in their house and therefore water overages should not be occurring. This was checked and there is a significant amount of water being used for an empty house. They will be sent a letter that they need to look for a possible leak.

## **WATER TANKS.**

Request for Bids have been sent out and two were returned. Of those two it was decided to pursue a contract with Underhill Excavating. **Chris Lehrman moved to contract with Underhill Excavation Inc. for \$142,763.50 pending references and schedule. Les Schaub seconded the motion and the motion was approved unanimously.**

Chris Brown has been pursuing financing options with Alpine Bank. It was decided to start with a Line of Credit during construction and convert to permanent financing when construction is completed. It was also decided to research further a fixed rate vs. variable rate before voting on this.

## **ADJOURNMENT**

**Les Schaub moved to adjourn the meeting at 7:52pm. Randy Walther seconded the motion and the motion was approved unanimously.**