

LIBERTY PARK HOMEOWNERS ASSOCIATION
REGULAR MEETING
January 6, 2022

The regular meeting of the Liberty Park Homeowners Association was called to order by President, Chris Hohe, on Thursday, January 6, 2022 at 7:13 p.m.

Present were Board members Chris Hohe, Jen Floyd, Norma Martinez, Caprice Zamora, Jeff Kwasny, Joe Bristow, Stephanie Johnson and Janice Collins. Tara Lindstrom was absent.

Employees: Steve South was present – Ed Collins was absent.

There was 1 resident present in person at the meeting. Four other residents were via Zoom.

The minutes from the December meeting were accepted as written by Norma Martinez seconded by Joe Bristow.

TREASURERS REPORT

Norma Martinez reported that checks written for the month of December included Bldg. & Improvement of \$420.00; Bulletin, Print & Postage of \$420.00; Maintenance of \$540.00; Maint. of System – Labs & Chemicals of \$1,240.12; Supplies of \$695.16; Other of \$2,561.00; Misc. Expense of \$100.00; Payroll of \$3,943.05; Payroll Expenses of \$349.92; Reimbursement of Officers & Directors of \$822.44; Supplies of \$42.75 Utilities were not listed on this report.

For the month of December the Bank Financial Security Deposit account total is \$4,597.69. The Bank Financial Building and Improvement account total is \$158,917.86 after interest of \$25.05. The Work Plan is \$71,612.86 and Bldg & Improvement is \$87,305.00.

The checking account balance is \$1,811.36. Our net worth, including the checking and savings accounts, shows our total assets to be \$165,326.91.

The beginning balance is \$6,774.50 – ending balance \$1,811.36. Check numbers 4127 to 4167 were written and approved by Janice Collins, seconded by Joe Bristow.

VICE PRESIDENT'S REPORT

Janice Collins reported in Tara Lindstrom's absence that she did Community Bldg checks, pumphouse checks, monitored the subdivision and had a healthy baby girl.

SECRETARY'S REPORT

Janice Collins reported doing Community Bldg. checks, pumphouse checks, monitored the subdivision and sent out one information letter. Also typed the sign in sheets for the year & given to Bob Rosset and typed up the 2022 first quarter Newsletter.

FIRST ASSISTANT WATER SUPERINTENDENT'S REPORT

Ed Collins report was doing Community Bldg., Pumphouse checks and readings.

SECOND ASSISTANT WATER SUPERINTENDENT'S REPORT

Steve South reported that Well #2 was in service for the month of December with a pumpage of 1,765,000 gallons and a run time of 142.0 hours.

Pumpage for December of 2020 was 1,973,000 gallons.

Total pumpage for 2021 through December is 27,679,000 gallons as compared to 24,520,000 gallons for the same period in 2020.

BAC-T and Fluoride infield samples were in on time and back satisfactory. Steve did pumphouse checks, readings, monthly samples & neighborhood monitoring.

On December 11th, there was a main break at 3904 Liberty, Uno repaired the small crack. On December 3rd, the EPA was at the pumphouse for a site visit/inspection. They found three items incorrect which were; we had to put a small hole in the chlorine room and put a vent in; plug the hole that was in the chlorine room because it went into the pumphouse instead of outside; and they changed the way we measure the chlorine. We now have to do an additional reagent check – free chlorine. The EPA checked water samples, log book, survey service line study, cross connection, looked at the generator and tanks. Nothing they found that required anything besides the 3 items listed above

To summarize the year, we had 4 main breaks – 3 were holes and 1 a circumference crack, the 2 surge suppressors were installed and the tanks were cleaned.

In looking forward to 2022, we should have the tanks cleaned in the spring, we may replace Booster #1 with a variable speed drive and take care of well #2.

TRUSTEE'S REPORTS

Chris read Tom White's report. He monitored the neighborhood and daily pumphouse checks.

Joe Bristow reported pumphouse checks, weekly monitoring and read the commercial meters.

Jeff Kwasny reported monitoring and PH checks.

PRESIDENT'S REPORT

Chris Hohe reported monitoring the subdivision, pumphouse and community bldg. checks. Did one locate and was present with Steve when the EPA came to the pumphouse for their site visit/inspection. The EPA comes out every three years.

OTHER BUSINESS

Jeff Kwasny will be leaving us as a Board Director after many years of service. Stephanie Johnson was elected as a Director. There is a B-box locate at 3931 Liberty. Joe and Stephanie will get together in order to show her how to do the locates.

Keys were given to the two new Board members. Pumphouse checks must be done daily. The VP must also check the Community Bldg. daily.

We currently have three employees to take samples. We need another person in the area to take water samples. Chris asked Jeff if he would be interested in this position. Jeff knows the system. Jeff accepted this position. We sample the chlorine, phosphate and fluoride daily. Ed is there Monday and Wednesday, Joe Ferrel on Tuesday and Thursdays, Steve on the weekend. Jeff would help out as an additional employee.

Steve mentioned that the lab in Willowbrook that we take our samples to, was bought out. We don't know of any changes at this point.

As Caprice transitions from the Audit Committee to take on the Treasurer's position, Nancy Tannahill was appointed as the Chair of the Audit Committee and Tiffany Binks, now appointed to the Committee. Three residents including Sandye Guy make up the Audit Committee. They will be doing the audit by the end of the month.

Jen Floyd mentioned that she would be putting the meeting minutes on the website. Jen stated that Nancy Tannahill was not interested in doing this any longer. This information was something the Board was not made aware of. The Board was in agreement that a member of the Board should be in charge of the website not a resident. Jen plans on verifying this information with Nancy.

On another note, Liberty Park HOA is "not for profit" and not considered "non-for-profit".

Since there was no other business to discuss, the meeting was adjourned at 7:47 p.m. on a motion made by Janice Collins seconded by Stephanie Johnson.

Respectfully Submitted,



Janice M. Collins, Secretary

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