

# **Regular, Monthly Meeting of the Board of Directors Wolf Creek Property Owners Association**

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July 9, 2018 at the home of Bill & Dalene Bley, 21 Green Meadows Drive

Called to order at 9:04 AM by President, Paul Smith, presiding.

Attending:

Directors: Paul Smith, Bill Bley, Bob Rohde, Claus Giloi, and Dick Nova

Water System & Property Manager: Steve Krause

## **Secretary Report:**

1. Minutes of the June Board Meeting were approved as written.
2. Draft minutes of the 2018 Annual General Meeting were approved for posting to the website subject to approval by the members at the 2019 meeting.

## **Water System & Property Manager Report:**

1. Due to a significant water system leak in Cottonwood Meadows the alternating well pumps could not keep up with demand. The pump control was changed to allow the pumps to run simultaneously and association members were notified to conserve.
2. Steve Krause and Pete Soderquist with assistance from Paul Smith were able to isolate the leak to the southeast quarter section of Cottonwood by closing valves and working around the loop from both directions.
  - a. The leak was determined to be very significant at 70 gallons/minute with both sides of the loop open. During testing it was discovered that by sending water around the loop the long way only water loss was reduced to 40 gallons/minute. This resulted in lower water pressure to residents closer to the leak. Since lowering water loss seemed the priority it was left in that setting. Subsequently, the full loop was reopened to increase water pressure to the affected residents.
  - b. Debate followed within the BOD meeting as to whether the original valve setting to reduce water loss should be re-set. The board initially voted to reset the valves for reduced loss, but following further discussion approved maintaining the setting as it was.
3. The leak detection company is scheduled to return tomorrow, July 10<sup>th</sup>.
  - a. The line will be repaired following closer location. Palm Construction is on standby.
  - b. There was additional discussion as to why the company did not find the Cottonwood leak when they were on-site in June. Two smaller leaks were discovered at that time. One has been repaired and the second (behind Steve's house) is scheduled.
  - c. It was also deliberated as to whether the whole quarter section of the Cottonwood line should be replaced as soon as possible. The board decided the cost was not warranted.
  - d. The reservoir level will continue to be monitored and a message will be sent out to the membership if warranted.

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4. A member in Green Meadows requested to have their water tested due to an illness. There were no issues with the water.
5. Subsequent to backflow preventer testing in June two assemblies have been replaced and a third will be rechecked.
6. Steve mentioned the recent concern in the valley over the spread of apple maggot and codling moth. Steve will locate the Methow Conservancy information and forward it to Paul for distribution to the membership.
7. Steve was asked about the overflow that occurred following reservoir inspection at the end of March. The water level float switches were reinstalled incorrectly post-inspection resulting in the well pumps running unabated for approximately one week.
8. As a follow-up to Steve's resignation reported in the June board meeting, Steve will continue in his position until the end of August.
9. Steve's accountability report for June:
  - a. Daily chlorine testing
  - b. Monthly coliform testing
  - c. BOD meeting
  - d. Leak detection assistance
  - e. WUE (Water Use Efficiency) report
  - f. CCR (Consumer Confidence Report) report
  - g. Mow and weed whack
  - h. Backflow inspection assistance
  - i. Aspen Lane vault repair assistance
  - j. Reservoir booster pump repair assistance
  - k. Monitoring reservoir level
  - l. Switch on pump two as required
  - m. Tour with prospective replacement
10. Pete's accountability report for June:
  - a. Leak detection assistance
  - b. WUE report prep assistance
  - c. BAT (Backflow Assembly Testing) assistance
  - d. Discussions with President and VP regarding PM/WSM replacement
  - e. Booster pump problem resolution consultation
  - f. CCR prep assistance
  - g. Water system orientation – prep and tour
  - h. More booster pump problem resolution – float tree adjustment, source pump management
  - i. Power outage recovery

### **Treasurer Report:**

1. Bill Bley had forwarded a message to the board from our accounting firm regarding a reserve study that the Edelweiss community has decided to conduct. The board will review the information for future discussion.
2. Bill also distributed a fee comparison table for home owners associations in the valley.

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3. Q2 2018 reports will be available approximately two weeks following June bookkeeping closing.

### **Architectural Committee:**

1. Jim Asa has completed the garage on GM-8 at 18 Green Meadows Drive. His construction deposit will be refunded.
2. Bob raised the question as to how we monitor and regulate the requirement that there is only one on-site constructed single-family residence as per the CC&Rs. For example, if a separate garage or studio has kitchen facilities does that violate the regulation? This topic will be continued.

### **President's Report:**

1. Paul provided an applicant search report for a replacement Water System & Property Manager.
  - a. No association residents are currently under consideration.
  - b. There have been a few responses to the ad placed in the Methow Valley News. Paul and Bob will interview any appropriate applicants following application review.
  - c. There is one local area resident that may have interest.
2. Refund checks and cover letter were sent to members that had been overcharged for water usage due to a spreadsheet error. The total amount refunded was approximately \$400 total.
3. Responses to the letter of disappointment sent to state participants in the December 4th conference call to discuss water system improvements funding included additional potential funding sources. Follow-up will be considered.
4. The emergency email & text procedure recently utilized for the low reservoir situation was effective.
5. Paul created a new water rates document for posting to the website after it was noticed by Claus that rate information was missing.

### **Web Site:**

1. The water rates document will be added to the website.
2. Claus has done some research of on-line voting systems. There is a small fee for the service. There was consensus to implement a system for the next general membership voting.

### **Board of Directors Officer and Committee Selections:**

1. Paul Smith offered to continue as president for an additional year. Following that time Paul would be willing to remain on the board but not as president.
2. Bob Rohde agreed to continue as vice president and to chair the Architectural Committee and to be the board representative on the Firewise Committee.
3. Bill Bley agreed to continue as treasurer but would like to perform more of an auditor function. The board will look into additional help regarding administrative work.

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4. Dick Nova agreed to continue as secretary and as a member of the Architectural Committee.
5. Claus Giloi agreed to continue to manage the association website.

The next meeting will be held August 21<sup>st</sup> at 9:00 AM at the home of Bob & Kelly Rohde, 28 Green Meadows Drive.

The meeting was adjourned at 11:05 AM.

Respectfully submitted,  
Dick Nova, Secretary