

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

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May 6, 2019 at the home of Paul & Jacque Smith, 16 Left Fork Wolf Creek Road

*Note: No meeting was held in April 2019.*

Meeting called to order at 9:06 AM by President, Paul Smith, presiding.

Attending:

Directors: Paul Smith, Bill Bley (remotely), Bob Rohde (remotely), and Dick Nova

Water System & Property Manager: Alan Sodell

### **Secretary Report:**

1. Minutes of the March Board Meeting were approved as written.

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

1. Water meter readings were conducted April 15th.
  - a. Readings included residence meters, source meters at the wells, the Cottonwood Meadows (CM) system service meter, and the transmission line meter at the reservoir.
  - b. Following review of the data it was discovered that we have significant water loss.
    - i. 65% overall loss was noted with 25% of that in the transmission line to the reservoir.
  - c. Alan contacted the leak detection company used previously. The estimate is \$1800 for a 10 hour day. The board agreed to proceed with scheduling.
  - d. Paul suggested isolating the CM leak areas utilizing the loop valves.
  - e. Dick requested a copy of the readings spreadsheet to review.
2. Reservoir room booster pumps for upper Green Meadows and Virginia Hills continue to require resetting following power outages. Alan consulted with the pump manufacturer who reviewed the pump logs and provided revised control settings to program and test.
3. Alan attended two classes in May thru Evergreen Rural. One was Preparing for a Drought and the other was the Roles and Responsibilities of a Water Manager.
4. Alan intends to measure our well depths and the drawdown (the drop in level of water in a well when water is being pumped) for future reference. Pete Soderquist has the necessary tool for measurement.
5. Alan will meet with Mike McHugh to review system roads and get a quote for grading and maintenance. They will also discuss the winter freezing issue that occurred on the water line on Sundance Lane.
6. Cascade Concrete was contacted to get a quote for dust abatement. The current plan is to delay treatment until later in May.
7. Fish & Wildlife inspected and lubricated the irrigation ditch fish screen and confirmed it is in good condition.

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- a. Alan cleared out the ditch from the Wolf Creek head gate to the screen.
  - b. Paul indicated that the lower boards at the head gate are broken and will need to be replaced.
8. The property map has been updated and copies will be made available to the board.
9. Alan will be out of town May 11-15 and Kris Borgias will cover.
10. Jan Erickson contacted Paul regarding trees around Green Meadows Drive. Some low branches are impeding travel and consideration should be given to fire hazard. The question was asked if this is a property owner issue. Bob will assess the concern when he returns to the valley.
11. Alan's activity report for March:
  - a. Chlorination sampling
  - b. Coliform sampling
  - c. Nitrate sampling
  - d. Reset error code on generator
  - e. Reset booster pumps after multiple power outages
  - f. Working to resolve freeze up issue on Sundance
  - g. Worked with Cascade Concrete regarding plow issues
  - h. Trained Kris on water sampling and resetting pumps
12. Alan's activity report for April:
  - a. Chlorine sampling
  - b. Coliform sampling
  - c. Meter reading & billing
  - d. Booster pump reset due to power outage
  - e. Irrigation ditch involvement
  - f. Working with pump manufacturer on reset resolution
  - g. Contacted McHugh Excavating & Cascade Concrete regarding road grading and dust abatement
13. Pete's activity report for April:
  - a. Response to Virginia Hills water outage when WSM, his backup, and president were unavailable
  - b. Consultation re. chlorination, coliform sample, ditch mgt., meter reading and xls prep
  - c. Communications with BOD Water Contact, President, and WSM regarding roles, protocols, and involvement with meter reading
  - d. Meeting with WSM regarding meter reading and billing xls re. water loss, meter comparisons, system appurtenances, and adjusting xls cell formulae

### **Treasurer Report:**

1. Bill is waiting on financial detail documents from the bookkeeper for his review.
2. An association credit card for incidental purchases has been mailed.

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### **Architectural Committee:**

1. Jim Asa at 24 Green Meadows Drive (GM-8) has submitted plans to install a solar panel array. Jim has agreed to wait for Bob's return to the Methow prior to proceeding.
2. Fred Chapman and Eleonor Schneider have submitted plans for a residence at 7 Goshawk Lane (VH-11).
3. Tod & Carol Johnson at 14 Sundance Lane (VH-15) have indicated they plan to paint their home.
4. Delaine & Ronald Clizbe at 62 Cottonwood Drive (CM-4) are planning to replace windows, add metal wainscoting, and paint their house.
5. Bob intends to suggest revisions to the web site regarding the process for sending plans to the committee.

### **President Report:**

1. Paul met with Kris Borgias to confirm the position of Water System & Property Manager backup with a starting date of April 1<sup>st</sup>. Kris will provide a monthly report to Alan and Bill.
2. A concern was raised about a lot owner conducting significant site work and removing trees >10" diameter without approval. Notification will be sent to the adjacent lot owner.
3. There have been two volunteers to serve on the currently inactive Firewise committee. After discussion of potential need and advantages it was decided to disband the committee.
4. The Annual General Meeting is scheduled for June 22<sup>nd</sup>. A meeting notice along with the 2018 draft meeting minutes will be sent 2 weeks prior. Paul will reserve a meeting room.

### **Executive Session**

1. Following regular business, the board moved into an executive session to discuss employee compensation as well as board and officer positions for the coming fiscal year.

The next meeting will be held June 3<sup>rd</sup> at 9:00 AM at the home of Bob & Kelly Rohde, 28 Green Meadows Drive.

The meeting was adjourned at 11:06 AM.

Respectfully submitted,  
Dick Nova, Secretary