

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

December 12, 2018 at the home of Claus & Theresa Giloi, 11 Green Meadows Drive

Note: No meeting was held in November 2018.

Called to order at 9:03 AM by President, Paul Smith, presiding.

Attending:

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

Interim Water System & Property Manager: Pete Soderquist

Water System & Property Manager in training: Alan Sodell

Secretary Report:

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

Water System & Property Manager Report:

1. Alan reported that following continued problems, the chlorinator pump in the reservoir room has been rebuilt and reinstalled.
 - a. Alan took the initiative to contact the manufacturer, received a loaner, and sent in the pump for rebuild.
 - b. The rebuilt pump is now in place and being dialed in with a recommendation to dilute the chlorine supply being pumped for better operation.
 - c. Note: Beaver Creek Well Services was contacted to perform the work and no return call was received. Alan also commented that on a different issue Methow Plumbing has been unresponsive.
2. Alan recommended projects for 2019 budgeting including:
 - a. Installing larger pressure tanks in the reservoir room that run the booster pumps supplying water to upper Virginia Hills and Green Meadows residents - Pete added that larger tanks would help prolong pump life by extending cycle intervals, and provide additional supply during power outages.
 - b. Adding a water sampling port in the reservoir room.
 - c. Replacing the water line that runs to the Wimberger and Clark residents – The current line is undersized. It may also have a leak as sediment/cloudiness has been observed.
 - d. Continuing dust abatement and routine road work.
3. Pete's accountability report for November:
 - a. Emergency booster pump restarts following power outages/spikes.
 - b. Chlorinator monitoring and adjustments.
 - c. Meeting/training PM/WSM Trainee.
 - d. Budget prep input.
 - e. Seed/fert disturbed areas from OCEC project – Sundance/Park Lane.
 - f. Generator reset after warning light for low voltage.
 - g. Routine reports, communications, sampling.

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4. Pete added: The trees identified on Sundance at the cul de sac, as interfering with snow removal have been felled and the firewood removed, as has the large Douglas-fir that was blown over. While most of the green limbs have been piled and will be ready for burning next year, there remains a substantial amount of related debris on the ground. It would be good for the BOD to contact those responsible and request they finish debris piling to mitigate related fuels hazard.
5. Alan's accountability report for November:
 - a. Daily chlorination testing.
 - b. Monthly coliform testing.
 - c. Ongoing training with Pete.
 - d. Marked tree stumps on Sundance per Cascade Concrete for plowing.
 - e. Working on repairing/replacing malfunctioning chlorinator pump.
 - f. Working on getting estimates for Cottonwood pump house repairs and upgrades.
 - g. Completed course on "Components of a Small Water System".
 - h. Working on budget for 2019.

President Report:

1. The membership directory is being updated for property transfer notifications.
2. Water fee rates along with some additional redundant information have been noted and will be corrected on the website.
3. Backflow assembly testing payments are complete. Bill recommends that future statements are sent out with maintenance fee billings in January.
4. Jacque Smith organized the outstanding CC&R changes in an amendment and met with the title company for recording. A revised (unofficial) consolidation of the CC&Rs, which Bill completed previously, would be desirable. He will see if he can locate the prior word doc file.

Web Site:

1. Nothing additional to that noted above.

Treasurer Report:

1. Bill presented the Q3 ending budget actuals.
2. The following 2019 projects were reviewed:
 - a. Replace the failing 4" gate valve in the reservoir room. - \$2K
 - b. Install larger pressure tanks in the reservoir room. - \$2K
 - c. Install a water sampling port in the reservoir room. - \$500
 - d. Hardscape the area around the Cottonwood Meadows pump house (a project identified in the Firewise Plan). - \$2K
 - e. Replace the water line to Wimberger and Clark. - \$2.5 to \$3K
 - f. Replace the Cottonwood pump house (decision to postpone). - \$10K
 - g. Repair suspected transmission line leak between the wells and reservoir (decision to wait for spring meter readings to see the impact of the repaired Cottonwood Meadows large leak).

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- h. Perform general water system maintenance. - \$7.5K
- 3. The 2019 estimated operating budget was discussed line by line.
 - a. Total ordinary expenses were estimated and summarized at \$64,839.
 - b. Water system capital improvements totaled \$10,200 resulting in total expenses of \$75,039.
 - c. Following calculation of expected income and discussion related to obvious, necessary increase in fees it was decided to propose an increase of the yearly maintenance fee from \$425 to \$500 and an increase in the water fee base rate from \$480 to \$540. In addition, the water use overage charges would increase from \$0.18 to \$0.20 per GPD from 500 to 1500 GPD and from \$0.27 to \$0.30 per GPD over 1500 GPD.
 - d. Bill will prepare the 2019 budget proposal for final review from the board and subsequent member approval.

Architectural Committee:

- 1. Nothing to report.

Firewise Committee:

- 1. Dottie Wilson will complete the required Firewise Community yearly form.
- 2. No one is stepping up to lead the committee next year. Bob feels that the meetings are unnecessary. A motion was made, seconded and passed to disband the committee and keep it as a board function.

Good of the Order:

- 1. A special meeting of members of WCPOA was set for January 9, 2019 to ratify the 2019 budget. Paul will prepare and send email notification to the association membership within 2 weeks of the meeting date.

The next meeting will be held January 9th at 9:00 AM at the Okanogan County Electric Co-Op, 93 W Chewuch Rd, Winthrop, WA 98862.

The meeting was adjourned at 11:48 AM.

Respectfully submitted,
Dick Nova, Secretary