

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

November 28, 2023 – meeting held remotely

Meeting called to order at 8:05 AM by President, Bob Rohde, presiding.

Attending:

Directors: Bob Rohde, Jim Ginn, Jason Williams, and Dick Nova

Facilities Manager: Alan Sodell

Water System Manager: Kris Borgias

Secretary Report:

1. Minutes of the October Board Meeting were approved as written.
2. Dick raised the subject of the Board of Directors Gmail account security having recently noticed some issues. Following discussion:
 - a. The account recovery phone number and account recovery email will be changed.
 - b. The security question is no longer used and will be deleted.
 - c. Dick will change the account password and send it to the Directors, Alan, and Kris.
3. Next Dick noted that there was some misplaced and outdated information on the Association website and requested that everyone review the site and work with Sally regarding any updates, including water system related reports and the addition of Kris' water system replacement plan.
4. Bob requested and authorized Dick to sign the CC&Rs amendment and the fully amended and restated CC&Rs that had been prepared by Jacque Smith.

Facilities Manager Report:

1. Alan reported that the water meters at both new construction sites, 46 Cottonwood Dr (CM-8) and 18 Green Meadows Dr (GM-19/20), were not to our specified requirements and need to be replaced in the spring. He has notified the owners and contractors.
2. Alan and Kris recently worked to flush known dead ends in the water system distribution lines.
3. The anticipated need for weed control was discussed.
 - a. Loomis Ag Service has done the spraying in the past.
 - b. Russian Thistle is one of the biggest issues and is not affected by the herbicide previously used.
 - c. Alan will talk to Harvest Valley as an alternate service provider.

Water Manager Report:

1. Kris met with Pete Soderquist to discuss the water system replacement work.
2. Kris has also met with Craig Hook, the Edelweiss Systems Manager, to review our plan, including the approach of section at a time replacement and reconnection.
3. The nonstandard wiring of our well pump controls has been reviewed on a site visit with Jon Russell. Kris will follow-up with Jon regarding options.

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4. All valves in the water system have been exercised. One section of line needs an additional flushing.
5. We are currently pumping around 9,000 gallons/day with an estimated usage of 3,000 to 4,000 gallons per day. Discussion followed:
 - a. Leak detection efforts in the past have not been productive. Expected snow would also hamper any progress.
 - b. Jim questioned if it is time to get an engineering firm involved.
 - c. Bob said he knows an engineer that he met with previously regarding possible loan funding that he will contact.
6. Alan agreed to talk to the DOH about any requirements or oversight needed relative to the water system replacement work.
7. We are due for a DOH sanitary survey next summer.

Treasurer Report:

1. Prior to the meeting Jim had distributed a revised 2024 draft budget based on current YTD actuals and incorporating feedback from other board members.
 - a. The draft budget was approved by the board.
 - b. A special meeting of the Association was scheduled for December 30, 2023 to ratify the 2024 operating budget.
 - c. Notification of the above meeting needs to be sent to membership at least 14 days prior.
 - i. Jim will draft a budget summary.
 - ii. Bob will prepare and send out a meeting announcement.
2. Per Jim's research and recommendation, the board approved to transfer the Association reserve funds from the current savings account at Farmers State Bank to a savings account at North Cascades Bank where they will earn 3% interest.

Presidents Report:

1. An update to our Association Reserve Study was completed by Accurate Reserve Professionals.
 - a. Jim facilitated the study work.
 - b. Bob will send a response regarding their recommendations for water system replacement and funding explaining our approach, including our research on loans versus assessment financing, contractor availability, member hardship, etc.
 - c. Following any revisions, the study will be posted to the website.

Architectural Committee:

1. After discussion with the members, screening trees for the home at 18 Green Meadows Dr (GM-19/20) will be planted in the spring. The new construction deposit will be held until the trees are in place.

Other Business:

1. An Association records repository is needed.

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- a. Currently all records are not in any single location.
- b. Options of a small storage unit, or accommodation with Bart Bradshaw, or closed plastic bins in Bob's garage were discussed. The last was decided and Alan will purchase the bins.
- c. Jason will contact Paul & Jacque Smith to see if they might have any records from their long time serving on the board.
- d. The need for a records retention policy was deferred.

A special meeting to ratify the 2024 WCPOA Budget was scheduled for December 30, 2023 at 9:00 AM to be held remotely.

The next BOD meeting will be held immediately following the special budget meeting.

The meeting was adjourned at 9:46 AM.

Respectfully submitted,
Dick Nova, Secretary