

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

January 28, 2023 – meeting held remotely

Note: No BOD meeting was held in December 2022. A special 2023 budget planning meeting was held December 28th. Please refer to separate minutes for that meeting.

Meeting called to order at 9:54 AM by President, Bob Rohde, presiding.

Attending:

Directors: Bob Rohde, Bill Bley, Jim Ginn, Jason Williams, Mark Ryan, and Dick Nova

Facilities Manager: Alan Sodell

Assistant Facilities Manager: Kris Borgias

Secretary Report:

1. Minutes of the December Special Budget Planning Meeting were approved as corrected. The minutes will be expedited and posted to the website later today in order to provide further budgetary information to interested members.

Facilities Manager Report:

1. Kris repaired a leak in the Cottonwood Meadows pumphouse. The repair went well.
 - a. Members were asked to conserve water during the repair period.
 - b. The good news is that while only one pump was running the reservoir level remained adequate. This is significant given the known substantial leaks in the distribution system.
2. Alan will try to schedule American Leak Detection Service in May for a comprehensive leak detection effort.
 - a. Jim mentioned that it would be good to have a history list of water system repairs. Dick said that Pete Soderquist had compiled a list a number of years ago and that he would see if he could find and distribute the list.
3. Alan asked Dick if he would update the billing spreadsheet with the new water usage fees in preparation for meter readings in the spring.
4. Prior to the meeting, Alan and Kris had sent a proposal to the BOD regarding a sharing and redistribution of their job responsibilities.
 - a. They outlined new respective duties.
 - b. Kris would become the Water Manager moving forward and Alan would assume the position of Facilities Manager/Administrative Assistant.
 - c. They would split their total compensation 50/50.
 - d. The BOD had reviewed the proposal and agreed.
 - e. Kris indicated that he will plan to take the exam to become a certified state water system manager.
5. Alan's activity report for November:
 - a. Chlorine sampling

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

- b. Coliform sampling
 - c. Source meter reading
 - d. Winding Rd. leak repair
 - e. Budget planning
 - f. Snow shoveling into pump houses
 - g. Assisted with reserve study data
 - h. Updated website
6. Alan's activity report for December:
- a. Chlorine sampling
 - b. Coliform sampling
 - c. Source meter reading
 - d. Lots of snow shoveling
 - e. Dealing with snow plow issues
 - f. Working on budget
 - g. Cleared generator error
 - h. Updated website

Treasurer Report:

1. Bill indicated that 2022-year end financial reports will be available on Thursday.
2. Given the special assessment for 2023 and the plan to build water system repair and replacement funding, Bill proposed that we suspend budget contribution to the Rainy-Day Fund.
 - a. Dick added that this fund had been started as a precursor to setting aside funds for these efforts and agreed.
 - b. A motion was made and approved to suspend the allocation.
3. Bill reported that this would be his final report and final meeting as a board director.
 - a. Bill (and his wife Dalene) have organized and collected all treasurer and association files and will transfer them to Jim who is assuming the treasurer position.
 - b. Bill nominated Jim to be the WCPOA Treasurer. The nomination was seconded and approved.
 - c. A resolution from Farmer's State Bank to appoint Jim Ginn and Bart Bradshaw as authorized signers on association accounts is required. Jim, Bart and Dick as association secretary will sign the resolution.
 - d. Bill's long-term volunteer efforts for the board were applauded.

Presidents Report:

1. Bob's only item of business was the job-sharing proposal from Alan and Kris reported previously.

Architectural Committee:

1. Jason reported that the new carport, shop and office at 55 Cottonwood Drive (CM-23) has been completed.

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

2. The new owners at 14 Green Meadows Drive (GM-9) have started to replace the house siding without contacting the committee. Jason will follow-up.
3. The new home at 2 Goshawk Ln (VH-18) completion deadline is February 1 and will not be met. Consequently, \$2000 of the construction deposit will be forfeited.

Other Business:

1. Mark said that he will be officially retiring from his practice on March 1st and will then have more time available to apply to association business. His initial efforts will be to propose updates to the CC&Rs.

The next BOD meeting date and time was scheduled for March 9, 2023 at 9:00 AM to be held remotely.

The meeting was adjourned at 10:34 AM.

Respectfully submitted,
Dick Nova, Secretary