

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

January 6, 2022 – meeting held remotely

Meeting called to order at 9:06 AM by President, Bob Rohde, presiding.

Attending:

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

Facilities Manager: Alan Sodell

Secretary Report:

1. Minutes of the December BOD meeting were approved as written.

Facilities Manager Report:

1. Alan reported he had updated and distributed the member spreadsheet.
2. Setting up a portable generator to run the water booster pump at the reservoir when needed during a power loss is targeted for completion in the spring.
 - a. If Rob Seckinger is not available to perform the electrical work Alan will contact Rich Milstead in Twisp.
3. Alan proposed that some of the water connection/meter concrete lids should be replaced with fiberglass lids.
 - a. Four to six of the larger lids are very difficult to move even with two people.
 - b. Alan will purchase replacement lids in advance prior to the next meter readings in April.
4. Alan is still attempting to contact the county regarding snowplowing of the Virginian Ridge Road up to Goshawk Lane, which should be a county responsibility.
5. Alan's activity report for December:
 - a. Chlorine sampling
 - b. Coliform sampling
 - c. Source meter readings
 - d. Snow shoveling to pump houses
 - e. Replaced faulty thermostat in reservoir pump house
 - f. Reset generator fault code
 - g. Updated map and spreadsheets

Treasurer Report:

1. Prior to the meeting Bill distributed a draft 2022 budget for review and discussion.
 - a. For 2021 one water connection fee was budgeted and not realized. It was decided that at least one connection is likely for 2022 and one fee of \$5400 will be added.
 - b. Under Fines, Late Fees and Finance Charges an accrued \$100/month 2021 fine payment is expected in addition to a building completion deposit forfeiture.
 - i. The expected amounts will be added.

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- ii. The accrued fine is for failure to complete required screening of a solar panel array. Bill will send the fine invoice to the member.
 - iii. Bob will send a letter to the same member reminding them of the increase in subsequent fines per the fine schedule distributed in August 2021.
 - c. An increase in road maintenance expenses is expected
 - i. Alan expects contractor costs to be higher.
 - ii. Paul indicated that crowning of Green Meadows Drive where potholes form is needed.
 - iii. Road grading and dust abatement will be necessary.
 - iv. Following discussion, it was agreed to increase the budget item to \$20,000.
 - d. Water system maintenance projects were reviewed.
 - i. \$3500 is estimated for the booster pump back up generator system at the reservoir.
 - ii. \$1000 is estimated for the fiberglass meter vault lids mentioned earlier in this report.
 - iii. Alan added that work will be needed on the reservoir booster pumps and valves. It was agreed to add \$2500 for this expense.
- 2. Bill had a discussion with Bart Bradshaw regarding allocation of capital improvements versus maintenance expenses.
 - a. As an example, the CM pumphouse Firewise proofing project was budgeted in 2021 as a capital improvement.
 - b. The meeting was prompted due to opinion differences from prior bookkeepers.
 - c. Tax payments are based on water fee income and not maintenance fee income.
 - d. Bart indicated it is up to the HOA to determine allocation.
 - e. It was moved and passed that in the future a backup generator, new booster pump, and a pumphouse building would be capital improvement.
- 3. Bill summarized that the revised budget proposal may indicate an approximate \$4000 deficit.
 - a. It was agreed that this was acceptable given sufficient reserve funds and that an explanation with respect to reserves would be sent to members along with the budget for approval.
 - b. Bill agreed to update and distribute the budget draft along with the financial balance sheet once FY 2021 accounting is closed.
- 4. Bill informed the board that interactions with our accounting firm recently has been frustrating.
 - a. Bookkeepers keep changing. We are now on our third.
 - b. It was suggested that we could talk to an association member who had previously expressed willingness to become involved. Bill agreed to follow-up.

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Presidents Report:

1. Bob had no additional items to report.

Architectural Committee:

1. Paul reported that building construction at 7 Goshawk Lane (VH-11) has yet to be completed.
 - a. The 18-month period for completion of the exterior will expire on February 10, 2022.
 - b. Unfortunately, CC&R 10.4 does not provide for a discretionary extension.
 - c. Bob will send a letter to the member outlining the situation and the resultant building forfeiture and fines.

The next BOD meeting date and time was scheduled for February 10, 2022 at 9:00 AM to be held remotely.

1. The February meeting will include ratification of the 2022 budget. Bill will have the draft budget prepared for distribution to members by January 26, 2022.
2. Bob will email the draft budget to members for approval along with an instruction to request invitation to the remote meeting if they have questions.

The meeting was adjourned at 10:22 AM.

Respectfully submitted,
Dick Nova, Secretary