

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

April 25, 2018 at the home of Claus & Theresa Giloi, 11 Green Meadows Drive

Called to order at 1:02 PM by President, Paul Smith, presiding.

Attending:

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

Water System & Property Manager: Steve Krause

Secretary Report:

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

Water System & Property Manager Report:

1. Water meters were read on April 24th.
 - a. Steve provided Paul with the billing sheet for forwarding to the bookkeeper.
 - b. Meter vaults were tagged and marked with owner's name.
2. Januszewski, 7 Cottonwood Drive (CM 30) have requested water system connection and construction equipment is on-site.
 - a. The water connection fee and the building deposit fee checks have been mailed. Steve will let the contractor know they can connect.
 - b. The Architectural Committee has just recently approved the plans as submitted. Bob will respond to the owner's architect.
3. March 31st reservoir inspection and cleaning went well.
 - a. The inspection basically came for free with the cleaning and there were no significant issues. There are some bitterbrush roots slowly working into the seam in the tank wall, however. The plan is to pull out the vegetation around the tank.
 - b. Palm charged overtime to lift and replace the tank lid since the work was done on Saturday. Next time it will be scheduled during the work week.
4. Weed spraying is scheduled for April 26th.
5. Water system leak detection is scheduled for June 7th. The quoted cost of \$1250 was approved.
6. Backflow assembly testing is still to be scheduled but is expected mid-May. Some cross-connection surveys remain outstanding.
7. 10 dead trees were removed along and below Left Fork Wolf Creek Road.
8. The reservoir/pump monitoring system project and the reservoir room expansion tank size increase project were discussed.
 - a. Steve feels that the monitoring system is not required at this time.
 - b. The advantage to increasing the expansion tanks is not clear. Steve will follow-up with Beaver Creek Services.
 - c. Both projects were tabled for further study.
9. Steve and Paul assessed the association roads on April 17th, developed a priority list for maintenance, and requested contractor bids.

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- a. Estimates were received from McHugh's Excavating and Palm Construction.
- b. The following work was approved with McHugh's Excavating:
 - i. Goshawk Lane – grade and fill low areas \$2975.
 - ii. Green Meadows entrance – grade, gravel, water & roll \$815.
 - iii. Green Meadows ditch – grade and create ditch \$220.
 - iv. Cottonwood Meadows pump house access – grade & gravel \$378. The construction parking at Oesterle, CM-31 resulted in road depressions. Consequently, we will request 50% cost share in this maintenance.
 - v. Cottonwood Meadows north loop – water, grade & roll \$1225.
 - vi. Winding Road – grade \$110.
 - vii. An email will be sent to property owners indicating the work to be done along with contact information if they wish to request extra work while the contractor is on site.
10. Road dust abatement bids were reviewed and it was approved for Cascade Concrete to perform the work.
11. The Green Meadows irrigation ditch fed from Wolf Creek was started but ditch cleanout is required. This is the responsibility of the homeowners served by the ditch. Steve contacted Jan Erickson who graciously volunteered to maintain the lower portion.
12. Steve's accountability report for March:
 - a. Chlorination testing
 - b. Coliform testing and delivery
 - c. Phone calls & emails to contractors and state agencies
 - d. Facilities inspections
 - e. Remove tree next to Century Tel. equipment
 - f. Fix fence next to Century Tel equipment
 - g. Supervise reservoir inspection and cleaning
 - h. Talked to Dallas Darwood with county roads. They are treating their own roads this summer. So there is no contractor to piggyback onto. Dallas "thinks" Virginia Ridge road is scheduled for grading and dust abatement this season. Otherwise no special accommodations are being made for the logging trucks.
13. Pete's accountability report for March:
 - a. Routine reports, facilities inspections, adjustments, communications
 - i. New generator exercise protocol
 - b. Meet with owner (Januszewski), architect, contractors (general, electrical, excavation) for new start at CM-30
 - c. Start update on owner list and county road address

Treasurer Report:

1. The Q1 2018 financial reports were available for review. No issues were noted.

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President's Report:

1. A list of all properties by physical address as well as lot number is warranted and the intent would be to provide the information to association members.
 - a. Realtors and closing agents customarily refer to the physical address.
 - b. Fire and emergency responders respond to the physical address.
2. Methow Trails per request filled in the ditches at the Cottonwood Meadows Road east trail crossing to facilitate XC trail grooming. The ditches now need to be reopened.
3. Information regarding the DNR timber harvest sale planned for Virginia Ridge was distributed to the association:
 - a. *WCPOA Members,*
The WCPOA Board would like to make you aware of a proposed forest project that is very close to our neighborhood and could create significant impact on the roads we use, our risk of wild fire and views many of us enjoy. Please read the bulletin below provided by the Methow Valley Citizens Council, a watch-dog group that was founded when Sandy Butte was being proposed as a destination ski area. If you share the concerns raised by the Council, please follow up with responses to the agencies they provide contact instructions for. The access roads to the areas being logged would be Wolf Creek Rd. and Left Fork Wolf Creek Rd.
 - b. A number of owners have responded appropriately with comments to the DNR.
4. The Wolf Creek Park Trail clearing project is scheduled for April 28th. This is intended to be our yearly event to continue to be a recognized Firewise Community.
5. A Firewise Committee meeting is scheduled for April 26th. Paul will attend.

Web Site:

1. We are missing the 2014 CC&R amendments link on the web site. Paul will send Claus the file if available.

Architectural Committee:

1. Peter Tarczy-Hornoch at 72 Cottonwood Drive (CM-2) has requested to shift their previously approved solar panels by 3 feet. Bob intends to approve the change.
2. Bob drafted revisions to CC&R Section 10 Architectural Committee and Plan Review. Proposed new language (italicized):
 - a. 10.2 Purpose. Unless otherwise stated in the CC&Rs, the Architectural Committee shall review and *by majority vote* approve or reject proposed improvements on Property within the Association. Approval of the Architectural Committee is required regarding the exterior appearance of improvements. *Approval is also required for exterior color changes or other material alterations to the exterior of existing*

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structures. It is not the intent of these restrictions to control the interior layout or design of said structures.

Reason for the change:

The current language requires unanimity and leaves open the possibility of a split committee that can neither approve nor reject improvements. The proposed language eliminates that possibility. Under the current CC&Rs, it is not clear that approval of the architectural committee is required to change the color or other alterations of the exterior of an existing building. This clarifies that approval is required for color changes and material alterations to the exterior.

- b. 10.3.B. Submission. *The procedure for submission and approval of architectural plans for construction within the Association shall be determined by the Board of Directors and posted on the Association website (www.wolfcreekpropertyowners.org). If you have contacted the committee on at least two occasions and have not had a response within 14 days of the last contact, you may use the following procedure.*

Submit, by certified mail, construction plans and specifications of the materials to be used in the proposed improvement(s) (including color of buildings and roofing). A site plan, showing where the building is placed on the property, height, grade, finished ground elevation and any fencing should also be included. The checklist of requirements on the Association website www.wolfcreekpropertyowners.org, must be completed and submitted with building plans.

Reason for the change:

Association Members have been using email to submit plans to the architectural committee for several years now. It is much easier and faster for everyone involved. Although the current committee is diligent in responding to contacts from members concerning new construction, the certified mail procedure is retained in the event that some future architectural committee is less so.

- c. The proposed CC&R changes were approved by the board and will be submitted to the Association for ratification at the Annual General Meeting.

Good of the Order:

1. Paul suggests that the Wolf Creek park signs be moved to the ends of the park.
2. The Association Annual General Meeting will be held on June 23rd at 9 AM at the Winthrop Ice Rink meeting room.
 - a. Bob & Bill's positions are up for renewal.
 - b. Meeting notice and ballot will be distributed by June 6th.
3. Both Paul and Bill will be on vacation during May. Dick will check the association mailbox and deposit checks as necessary.

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A May Board of Directors meeting was not scheduled and will be held if needed.

The June meeting will be held June 6th at 1:00 PM at the home of Paul & Jacque Smith,
16 Left Fork Wolf Creek Road.

The meeting was adjourned at 3:28 PM.

Respectfully submitted,
Dick Nova, Secretary