



Sunlight Waters CC Board Meeting Minutes 11/14/2020

Call to order

The November 14, 2020 meeting of the Sunlight Waters Country Club Board of Directors was held remotely using Amazon Chime (meeting ID 6288 42 4872).

Call to order by President Jim Moehring at 10:01 am, November 14, 2020.

Attendees

Roll call

Jeannine Takaki (Secretary), Terry Clinton (Treasurer), Jim Moehring (President), Chris Felstad (Trustee), Darren Capps (Trustee), Kym Codomo (Trustee), Reza Shekarriz (Trustee), James Ihrke (Vice-President)

Guests

Pam Miller (Facilities Manager)

Members not in attendance

none

Guest remarks

None

Approval of minutes

The previous meeting, in October, was held via Amazon Chime and recorded. The Secretary still has not transcribed the minutes, so they were unavailable for review. Jeanine will see Pam about getting the recording.

Treasurer's report

Terry Clinton presented this month's figures:

- \$64,558.14 checking
- \$423.37 checking debit
- \$46,839.67 savings
- \$18,567.19 lot elimination
- \$101,756.22 CD
- \$232,144.59 total
- \$2,099.51 deposits for October

A motion was made to approve the reports; the motion was seconded, and the Treasurer's Report approved unanimously at 10:08 AM.

Architectural Committee Report

Reza provided a summary of the November APC meeting, and sent the summary to the Board members shortly before the Board meeting.

The APC is proposing that a letter be sent to all owners and members outlining the responsibilities of members and owners when following rules in the DCRs. A different letter would go to new members whenever a property changes owner. The new owner would be asked to review the APC Charter and would be referred to the bylaws and DCRs (online). The letter would highlight any non-compliant items such as Firewise.

The APC also recommends that we immediately send out letters about non-compliant properties. For properties in progress of construction or starting construction, we should send a letter of declaration of intent.

The Facilities Manager contacts property owners when informed of non-compliant properties. She can continue to do so, and send out a certified letter of warning, if the APC supplies the addresses. She will also let the APC know which properties have already had warning letters. Generally, when we contacted people, they have taken appropriate action. However, compliance is easier when people are just moving in.

Due to cost of mailing, **we do not print and mail DCRs**. Residents and property owners should look to the web site for the latest version. All owners should have received a copy of the DCRs when they purchase property; if not, that is the responsibility of the title company. DCRS are included in the title package for the land.

After discussion, the Board and APC decided that the letters would be sent out in January along with the newsletter and Firewise notices.

The Board discussed a viable: timeline for getting a copy of building plans in order to review construction plans and get people to engage with the DCRs. The goal is to follow Article II Section 2, which says “no building shall be placed or altered on any lot until the construction plans have been submitted and approved in writing by the Architectural Planning Committee”.

Correspondence

None

Unfinished (Old) Business

Lake Defense Force Invoice

The Board voted for nonpayment because they did not perform the duties specified in the contract.

They sent another invoice, with a \$200 late fee. The total bill was \$5000. We have not responded. They said they would go to small claims court, so we are waiting for the notice.

James asked that any further discussion be tabled till all Board members can review the contract. A motion was made, seconded, and approved to postpone the issue.

Clubhouse lighting

James installed the new light fixtures. More work is required to install the dimmer. James and Jim will meet later to discuss how to proceed.

Toilet repair

The toilet in women’s bathroom was not working. Terry adjusted it and ordered parts. Now it flushes. Thank you, Terry!

Dam culvert replacement

Jim has been working with Badger Dirtworks to get the culvert replaced in the dam. The Department of Ecology said we must install a sand filter, which captures and cleans water leaking from the pipe and redirects it to the outflow. Badger won’t do the work until they get a detailed diagram approved by DoE. Getting a civil engineer to do the diagrams would cost us too much.

Discussion about what DoE wants and how we can get them the information. If it is going to be expensive, we could apply for a grant from the Conservation District. Or we could ask DoE to approve our plan *without* the sand filter or ask Badger to do the headwall as planned without the sand filter.

We will find someone to do the drawing, and provide detail to Badger about the headwall, which can be ordered from Amazon.

Pool Budget for approval

The pool company has been too busy to give us an estimate. Jim asked the Board to authorize paying the pool company for their time to drive over. Everyone agreed this was reasonable.

Dock

We debated the benefits of a floating dock vs. a hard-mounted dock, concluding that the floating dock would not be stable enough.

Terry moved that we hire a licensed and bonded contractor to get a bid for a 10' x 12' anchored dock with a ramp. The dock would be placed by Dave Emmerton's property. Darren offered to solicit bids.

Parking near the dock cannot be placed until spring, since we need the sand for winter road maintenance. Darren will help expand the current parking area this spring, when the culvert is replaced. Possibly this will widen the road a bit too. Leftover sand must be hauled up to the Baker Building in the spring.

Culvert – Morrison Canyon

A blocked culvert has been causing icing on the road. Pam got an estimate for cleaning out the culvert and repairing any damage.

A motion was made to allow up to \$2000 to replace or repair the broken Morrison Canyon culvert, and then bill the property owner. The motion was seconded and approved. The contractor can start as soon as weather permits.

KRD bridge report

Board members viewed the damage to the bridge over the canal. One big 4x12 is gouged and needs replacement. The approaches need work. Another uphill needs to be repaired. Pam will provide KRD with the information and buy the materials by February. KRD will then do the repairs before the canal is refilled.

New Business

Fire Department update

They have graded the site and will put up a pole building. They are getting ready to pour the slab. They broke a water line, and then fixed it.

Snowplow company

We have a contract with a new company. He plowed the roads when there was only one inch of snow, but we let him know we typically wait till there are 4".

Aerators – winter operation

Debated shutting off aerators on lakes to let them freeze and send the otters on their way. Some people are also tired of extension cords across the yard.

The first aerator has prevented algae growth in the lake. However, algae has appeared in lower lake, so it is unclear how effective they truly are. Limnologists say aerators are always good for the health of a lake. But we might not have enough for oxygenation of the water.

Conclusion: They have probably done some good. Give it another winter with them running and see how the water looks in spring.

Party for youth

Kym suggested a sleigh ride for kids as a social event for kid, since they didn't get a Halloween party and the pool was closed.

Given likelihood of increased COVID-19 restrictions, Board agreed that the community would understand if we don't hold an event. Thank you, Kim, for offering.

Open Floor

At 11:32, the floor was opened for general comment and questions.

More poop bags and dog stations

A Board member asked for more bags for the dog boxes. Another asked that more stations be installed, since they seem to be working. Each station comes as a kit with post and bag dispenser.

A motion was made to add 4 more posts with dog bags, at about \$130 apiece. Seconded and approved unanimously. Terry will transfer money to cover purchase.

Reserve study

The Treasurer proposed that the Board conduct a **Reserve Study**, which is a kind of financial assessment performed by a licensed third party. A Reserve Study looks at expenses including maintenance and replacement. A Reserve Study is also important for corporations, in which they do financial projections to ensure that they won't go bankrupt. Ever since the State enacted a law requiring a reserve study for HOAs, it has greatly improved the responsiveness of HOAs to maintenance costs.

Although we are not an HOA, Article 7.4 of the Bylaws requires an annual update of the Reserve Study. A Reserve Study will also help the membership understand the costs of maintenance.

The Board asked Terry to get a bid from companies that do this work. When we know the costs, we will discuss it in a later meeting.

Executive Session

Executive Session started at 11:41 AM.

Exited Executive Session at 12:15.

Announcements

none

Adjournment and approval

At 12:16 a motion was made to adjourn the meeting. Seconded and approved.

Revision History

11/14/2019	Src document created; added meeting agenda and copied into template
12/14/2020	First round of edits
12/14/2020	First draft sent to Board for review
01/07/2021	Revisions based on Board feedback; sent to Board for review
01/09/2021	Approved at regular Board meeting
01/11/2021	Cleanup; converted to PDF and sent to webmaster