



Sunlight Waters CC Board Meeting Minutes Oct 9 2021

Call to Order

The October 9, 2021, meeting of the Sunlight Waters Country Club Board of Directors was held in the Clubhouse, with a remote option via Zoom.

Call to order by President James Ihrke at 10:04.

Attendees

Roll call

James Ihrke (President), Darren Capps (Vice-President), Terry Clinton (Treasurer), Jeannine Takaki (Secretary), Chris Felstad (Trustee), Mike Josenhans (Trustee), Christina Konkler (Trustee), Carl Nelson (Trustee), Doyle Beekley (Trustee)

Guests

Pam Miller (Facilities Manager)

Members not in attendance

none

Guest Remarks

None

Approval of Minutes

The secretary noted that the September meeting minutes were sent out for review without the text of Christina's proposal. A motion was made and approved to approve the minutes with the proviso that her proposal be inserted in the final version for the web site. (done)

Special Meeting minutes: A motion was made to approve the special meeting minutes. Seconded and approved.

Treasurer's Report

Treasurer Terry Clinton presented this month's figures:

- Checking: \$57,564.66
- Checking debit: \$564.77
- Savings: \$150,325.10
- Lot elimination: \$18,575.66
- CD: Eliminated per Board decision and money moved to savings
- Total: \$227,030.19

Notes from discussion:

- Deposits: September saw deposits of \$2737.79. Amounts generally decrease till January when dues go out again. Some are in in collections.
- Some transfer fees were paid on property purchases.
- Total on dam repairs and enhancements required by DOE was around \$50,000. Some extra costs were incurred in the final phase, requiring an additional \$3800 to pump concrete across the dam. Reasonable given the extra work.
- Guests reminded Board of request to make P&L statements available on request. A discussion ensued on how to achieve this securely. For people without Internet, possibly a binder in office with quarterly reports.

Action:

A motion was made to make available at each Board meeting the most recent P&L and balance sheet, for community members in attendance at the Board meeting. The motion was approved.

The Treasurer noted that the statements will become available when our accountant, Scott Perna, is done. Thus the "most recent" might not be the report from the current month.

A motion was made to approve the Treasurer's report; seconded and approved at 10:23 AM.

Architectural Committee Report

Darren Capps: The committee held a meeting the previous night.

Firewise

Carl has been working with Wendy Mead from the County Conservation District. She toured the neighborhood and is working on a detailed assessment for the community. This plan emphasizes minimizing wildfires, but it will also help with beautification. She will also provide guidelines on the best shrubs and trees to plant.

Pam has been managing the Firewise reports to maintain our Firewise community status. This includes keeping us current on Firewise activities and logging the hours on fire mitigation put in by the community. She explained that the minimum required is 1 hour per dwelling unit. We haven't met that goal for 2021. So please send Pam your Firewise hours! These can include hours of labor spent on brush or tree removal, as well as time spent on investigation or meetings.

Carl presented a proposal for getting dead brush and other fuel out of the community. We have a lot of common space and a lot of hazardous fuels. We ask people to get rid of big fuel piles. Such piles also serve as a breeding ground for the bark beetle which kills pine trees.

Since we don't have access to the big chipper (fire department already rented it and there is no other place in county to get one), he suggested we get two (2) dumpsters from Waste Management place, so that people can dispose of green materials. One would be placed at the lake common space, and another near Clubhouse. **Important:** Green waste and yard waste ONLY, no random garbage such as engine blocks or couches.

Cost is about \$413 for a single 20 cubic ft dumpster, which covers \$50 delivery fee, \$185 day for placement, and \$160 for disposal. Total cost for 2 would be around \$1000. He will check whether we can get a dumpster across the bridge. Heavy Rentals has smaller chippers that can handle 6" limbs and cost \$275 a week. The recycling site at Horlick Rd costs about \$10 a yard. Just give them an estimate of the yards of material and they will schedule it.

Carl asked that we promote Firewise programs in fall and spring, and that we issue notices to people who have large piles letting them know that they must remove them. Let's park out our community spaces!

Action:

A motion was made to approve the proposal for a Firewise activity which would bring in 2 dumpsters and 2 chippers for a week. Seconded and approved.

Shipping containers and tiny homes

Notices went out to people who have shipping containers on site, as these are prohibited by CCRs. Several have been removed, others are working in it or discussing options.

Tiny homes are, by County standards, unpermitted structures. Currently the APC is focusing on wheeled trailers being used as residences. The Committee will work with the Board and community to raise these issues at the general meeting and arrive at some solution.

Dark Sky lighting

When will APC address bright lights and provide some Dark Sky lighting guidelines?

Answer: It's on the list, but the Committee is trying to focus on a few things at a time to get things done.

Guest (more about containers)

A community member asked to address the Board on the topic of shipping containers. Some people got notices and others didn't (possibly their containers were hidden better.)

Isn't a shipping container better than a tent? How about using a small shed instead?

Answer: Containers can be allowed if you get a structure permitted and the container is part of the structure (such as a container home). For example, one container with a built-in deck was permitted by the county, as a residence. So please look at what county ordinances allow.

In general, the goal of the APC is to preserve the quality of life. We appreciate the desire to use containers to keep the yard neater. But consistency is important, and we can't allow one-off precedents. We aim to be fair with everyone.

James and the APC will look at how containers are defined.

Note that sheds of under 200 ft square are allowed without permit; those over that size require a permit. Moreover, a shed must be single story, with no mechanical (no heating or plumbing). Electrical wiring is allowed but not built-in heating. Heating using a space heater is okay.

Unfinished (Old) Business

Bridge

Dave Korpi provided an update.

- At the last Board meeting, the bridge limit was posted as 5 tons. We talked with KRD and their engineers. They revised the load rating to 14 tons. He believes more load capacity could be obtained if they review once more.
- However, we could also improve the bridge load carrying capacity with some simple retrofitting. The work could be done by a small crew underneath the bridge once the canal is dry.
- KRD posted a single weight rating, but the more common method is to allow three different loads based on the number of axles and distance between the axles. We sent that suggestion to KRD for review in case they make a concession.
- Other types of engineering work are not cheap, and we don't need to go that route until other options are exhausted.

- Long term: We do need to increase load carrying capacity. Also, the 4x4 posts serving as barriers on the bridge are useless in the event of a crash. If you start doing that type of engineering work, the engineering firm would be incurring liability and they would ask that the redesign replace the barriers. All those changes are expensive.
- Ownership: KRD does not have any documentation indicating that we own it. But they also are not going to fix it. If Dave designs a retrofit, KRD could submit the plan to their engineering firm, and maybe even pay for part of it. But it is their bridge.
- Bridge condition is poor: The deck boards are good, but the nonstructural **timber weathering strips** (used to prevent damage to the deck) are in bad condition, and these can be removed and replaced. These weathering strips were repaired 5 years ago. KRD is “investigating” the possibility of repairs. Dave recommends that we work together with KRD to repair the weathering strips to remove hazard.

Actions:

- We are restricted to 14 tons, and we will comply with that.
- We wish to fix the weathering surface the same way that we did 5 years ago, where we purchase the materials, and their crew do the work.
- The repair proposal should specify that we want to replace **only** the weathering strips.

The Board and all members in attendance offered a round of applause to Dave Korpi. His expertise saved us a lot of money. We are fortunate to have a bridge engineer in the neighborhood.

[Road maintenance - Christina Konkler](#)

Christina Konkler has compiled a list of contractors who do chip sealings, including one in Moses Lake. That means no road work till next year. (Prices will change in spring anyway.)

Clubhouse road – We met with stakeholders. Jack (owner of the stables next to the Clubhouse) has asked for a meeting with the county. We will initiate that.

The goal is that he would sign over ownership of the road to the County and they would take over maintenance. Need to find out from plat maps what he owns.

However, the County generally won't take over any road not up to their standards. So we would need to create a RID (Road Improvement District), and the County Commissioners would be involved.

We confirmed with the Fire Chief that the Fire District is satisfied with a gravel road and has no additional requirements or increased weight limits.

In winter, we, and not the County, are obligated to plow the road to keep it open for the fire trucks. We will clarify with the Fire Chief where they need plowing. If it becomes a county road, the County would plow to the end of that road.

Snowplow

Christina Konkler reported on the plowing contract for this year.

We received five (5) snow removal bids, but one was retracted because their schedule is full. Once we choose a company, we would walk the roads with them to determine where to plow, and how.

Northwest Landscape and Design

- 4-hour minimum, \$96 per hour.
- Skid steer is \$86 hour. A plow truck is faster and more efficient.
- They can sand the hill and apply a 20% ice melt mixture.
- Cost for sand mix is \$185 per yard, which would be payable at the end of the season depending on how much they used.
- We would be 5th in their lineup.

East Slope Earthworks

- 4-hour minimum at \$115 per hour
- They have both types of equipment.
- They could sand the hill but we would provide sand and they would use the skid steer, which would leave too much sand on road, clogging ditches. We can't store sand where we used to (across the bridge).
- Didn't say where we would be in their lineup.
- Ice melt: Would magnesium erode our chip seal and degrade our road surface? Unknown. Only main road to lake is asphalted.
- Would also need ice melt on Morrison Canyon, because the road is always in shadow and water melts and freezes.

Crystal Clear Custom Services

- \$250 per hour with \$250 mobilization fee. No minimum. Estimated to take 2-3 hours

McGuires Landscaping

Plowed for us last year, but they retracted their bid.

Summary:

- She recommends NW Landscape. Not only are they more economical, but they have a sander. Must reply today because their schedule is filling up.
- Repairs for water district work will be done by Central Paving.
- Sand on roads will be removed when we do road maintenance bids.

Actions:

Board agreed with the recommendation and asked Christina to go ahead with the contract.

HVAC status

Terry Clinton got two (2) proposals for the HVAC installation in the Clubhouse.

- Brad and Burke -- \$11,776
- Thermal (Yakima) -- \$12,367

Details:

The system would contain 3 heads, for a total 48,000 BTU, and provide heat up to 20 below zero. One head would be installed in the pool room, and the other two near the windows. The outside unit would sit at the corner of the building.

The original budget that was approved was \$25,000 and included electrical work. Heating in the office was not included in the original bid. It might be cheaper to install that as a separate unit. However, since we are under budget, we could spend the \$7000-\$8000 now to get the office heated. This figure would include both heating and electrical work.

Actions:

- He recommended Thermal, since they have equipment available now. A motion was made to accept the recommendation to use Thermal to complete planned HVAC system. Seconded and approved.
- Another motion was made to authorize Terry Clinton to negotiate a system for additional heating of the side room and office, within the balance of the remaining funds. Seconded and approved.

Open Floor

- A question about whether items discussed in Executive Session can be moved into open session?
- A question about the lease on the Baker Building
- A request that the Smokey the Bear sign at the entrance to SW be repainted or refreshed. Pam will contact the Fire Chief, who has responsibility for the sign.

- More on containers: Look at Article 2 section 8 of the covenants before you take action on replacing a container.
- Question about HVAC update: if clubhouse is refurbished, would the heating work be a waste of money? No, because HVAC runs along outside of building, including power via conduit.
- Mailboxes: New mailboxes are on order.

Social media

There was a long meandering discussion about social media and communication strategies for the Board and community. Some points are summarized:

- People's Facebook comments have been wrongly flagged as spam, which leads to account suspension. This is wrong and needs to stop.
- Facebook page should provide reliable information. However, it is important to separate social chat from official information. Facebook is not the path forward.
- Harassment on the FB site isn't being taken seriously.
- Out of town property owners want a better system for communicating than Zoom.
- Need more use of email. However, legally, we cannot send information by email to anyone in the community unless the member explicitly opts in. **If you want email, we need a signed document on physical copy in the office. So contact the office and give the Facilities Manager your email address.** Contact the office to get the form.
- Suggest a snail mail letter explaining that the web page is the official source of information, and list other proper contact channels? Letter should encourage email adoption too.
- The newsletter is in progress. Will include a request to for everyone to provide an email address. We are rolling this into the newsletter because the cost of sending out snail mail is about \$250 per mailing.
- A communication proposal was raised at the last meeting (thanks Christina). Mike Josenhans and Jeannine agreed to work on the proposal with Christina.

Executive session

Guest comments:

People frequently complaint about Executive Session. However, an open board meeting with community members present is actually very rare. At Seattle City Council meetings, the audience cannot participate, unless guests sign up in advance, and then they get only 2-3 minutes to speak. All discussion is limited to Council members.

In contrast, the fact that anyone in the room or on-line can address this Board is remarkable. It is the prerogative of the Board to discuss everything privately, and the community has no right to join in.

However, the Board cannot take any action in Executive Session, but must refer the action to open session.

Executive Session

Because Open Floor was long, no time for Executive Session.

Announcements

none

Adjournment

At 12:01 a motion was made to adjourn the meeting. Seconded and approved.

Revision History

10/09/2021	Src document created; added meeting agenda and copied into template
11/15/2021	Cleanup; merge document versions
11/15/2021	Draft sent to Board for review
11/22/2021	Approved at regular Board meeting
1/25/2022	Converted to PDF and sent to Webmaster