

PARADISE COMMUNITY CLUB

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An Equal Opportunity Employer and Service

**PCC Board Meeting Minutes
September 8, 2013**

The meeting of the Paradise Community Club Board was called to order at 1:00 PM at the PCC Office – 151 Nisqually Way, Ashford, WA - PCC President, Bill Balcom presiding.

Bill Balcom had the Board members and staff members introduce themselves. All guests were asked to sign the guest sign-in sheet.

Board Members Attendance:

Bill Balcom (President)	Bill Krause (Vice President)	Sonja Maddux (Treasurer)	Brett Anderson (Secretary)
Calvin Porter	Beth Marzano (Absent – 1st)	Steve Olson	Sara Holmgren
Joan Williams			

Staff Attendance:

Cecile Roy (Office Clerk)	Alvie Whitlock (Water Manager)	Maria Niesen (Water Operator)
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The guests in attendance included: Doug & Cindy Gratzner, Ridge Horton, Brian Andrews, Darlene Krause, Shirley Anderson, Paul Nerge, Chuck & Joyce Mitchell Herb & Rose Gaines, Erika Broska, Stephan Joeres, Linda Dorr, Jenny Balman, and Debbie Harper (USDA).

OLD BUSINESS

Bill Balcom asked the Board to review the minutes of the 5/5/13 Board Meeting. After review, there were no questions, so Bill Krause motioned that the minutes be accepted as written. The motion was seconded by Sara Holmgren and there were none opposed. Motion carried.

UPDATES on ACTION ITEMS

- 1-Picnic Shelter Cleaning/Painting – Calvin reported that he had completed this work in June.
- 2-Fencing for Office – Calvin also reported that he had completed this work in June (with assistance from Jean Roy).

3-Siding/Roofing for Well House #4 – Brett reported that the material has been purchased and ½ has been delivered. Installation should commence this coming week.

4-Campfires on DNR land – Brett reported that DNR stated that no fires whatsoever are allowed on DNR land. His email request to have someone investigate was never answered by the Castle Rock-based resource. Calvin stated that he had not heard anything further either but had witnessed no new fire evidence and also reported seeing a fair amount of vehicle tracks (likely DNR vehicles patrolling the area).

5-Painting and Hanging of Shed Door – Calvin stated that he was hoping to complete this work by 9/30/13.

NEW BUSINESS

Treasurer's Report

The Treasurer's Report was read by Sonja Maddux and stated all account activity and balances for the period ending 8/31/2013 as follows:

**PARADISE COMMUNITY CLUB, INC
MONTHLY TREASURER REPORTS
PERIOD ENDING: August 2013**

Total assets as of April 30, 2013

Checking	\$120,943.72
CD - Timberland	\$5,924.50
CD – First Citizens	\$31,925.38
Savings	\$15,847.09
Total	\$174,640.69

Checking Balance as of May 31, 2013 **\$117,090.12**

Deposits for the months of Jun-Aug 2013 + 16,007.44

Expenses for the months of Jun-Aug 2013 - 90,776.89

Check book balance as of August 31, 2013 **\$42,320.67**

The Treasurer's report was approved as read. Motion Krause, 2nd by Calvin, None opposed – motion carried.

OFFICE ISSUES

1-Accounts in Arrears – Sonja / Cecile

Four properties are still in the foreclosure process.

2-Dues Revenue – Sonja / Cecile

7 members are still making payments (down from 20 members in May).

3-Billing Issue due to bad cable. – Brett Anderson

Brett reported that there was difficulty in reading the file from the meter reading. Alvie worked with Master Meter to troubleshoot and determined that the cable from the handheld needed to be replaced. He subsequently purchased one at Radio Shack. The PC USB ports in front however do not work reliably. Brett will contact HP as the PC is still under warranty.

4-Bank Change Status – Sonja Maddux

Sonja reported that the checking account and Savings account are now completely transitioned to Key Bank. The CDs however remain with First Citizens and Timberland, as before.

WATER SYSTEM REPORT – Alvie Whitlock

Oral summary provided per the below:

1. Bottom Line up front. Our water system is in Green Status with the Washington State Department of Health. Our water is safe and we are in full compliance with all State and Federal regulations. We have completed and passed all required water chemical and biological testing for the first 9 months of 2013. The system is in good working order and all Water Department personnel are State certified.
2. All water meters in PCC were read on August 22nd for billing. Ten water meters would not read. Investigation revealed all ten had been destroyed. Five were replaced with rebuilt meters on hand and five were cleaned up and left as manual bypass meters. The five meters not repaired have used no water in the last 7 years and have been broken 3 times in 3 years. When these lots hook up water lines on the owner side of the meter, they will be replaced.
3. Three owner-side leaks were detected during our current meter reading. All owners were notified and we are monitoring for repair compliance.
4. We had a transducer and circuit card go out in tower #2, which prevented us from getting an accurate reading of the water level in tower #2. Additionally, this issue prevented the pump from turning on when the water level had dropped to the pre-determined level. The problem required 3 visits from the manufacturer's technician but was ultimately corrected successfully.
5. Maria Niesen has taken and passed her state Water Treatment Plant Operator Level 2 exam. The Department of Health has changed our system classification from a water distribution system to a water treatment and distribution facility. This requires us to have at least one State-certified Water Treatment Plant Operator on staff. Alvie and Ben plan to complete this training and certification in the near future.

6. We have received the material for the new metal roofing and siding for Well House #4 and that work should be completed in the coming week.

A member stated that he has been seeing cloudy water at his lot on Mt. View. Alvie stated that he would check into it on Monday.

Alvie announced the new Photo Contest that was first suggested at the last Annual Membership Meeting. A flyer was distributed that describes the details of the contest.

On a sad note, Alvie then announced the passing of his son Alex, who died of a head injury a week ago Saturday. A memorial will be held on Saturday, 9/14/13. Attendees will meet at the PCC office at 12pm, then head to Cora Lake. At the lake, Alvie and Sheryl will scatter Alex's ashes and honor him with a toast. Following this, the group will return to the PCC office where food will be served.

USDA Requirements – Debbie Harper

Debbie walked through the requirements associated with ADA. She stressed that we simply needed to create a plan to address any deficiencies that may remain after her manager's second review. We will wait for her feedback after reviewing our progress to date. The Board believes that all identified items, with the exception of the possibly required concrete parking pad, are complete. We should know in a few weeks.

Bill Balcom reported that the Mt. View and Creek Place work is now complete. A few members are still collecting rocks from the left over fill caused by the water line work. We will allow them more time before instructing the contractor to clear the remaining material.

FIRE DEPARTMENT REPORT – Paul Nerge

Beth was absent so Paul Nerge reminded the attendees that the Ashford Fire Station (Part of PCFD#23) is facing some significant financial hurdles and that the Lewis County residents served by that district should expect a significant levy increase on the November ballot.

COMMUNITY WATCH - Paul Nerge

Paul Nerge reported that the last Community Watch meeting was held on August 31st and the attendance was on the light side. Other than the vandalized water meters, there was little else to report. The next meeting will be held on October 26th at 10 AM at the PCC Office.

FINANCE COMMITTEE – Calvin Porter/Steve Olson

The latest meeting was held on 8/14/13. Once again, no financial discrepancies were identified. The next Finance Meeting is scheduled for 10/9/13.

COMMUNITY RELATIONS – Cecile Roy/Sonja Maddux

1-No significant issues reported other than complaints over not having a ladder on the floating dock. The new ladder arrived this week and should be installed in the coming week. This ladder is much stronger and heavier than the original ladder and should hold up to heavy use..

2-Free Admission to Mt. Rainier Nat'l Park – Brett informed the attendees that free admission will be granted on 9/28 and between 11/9 – 11/11 this year.

GROUND / MAINTENANCE REPORT - Steve Olson

1-The 2nd Lake Sign is now painted and is ready for installation. Bill Balcom requested that new treated posts be procured and then the sign be installed on them.

2-Brett reported that battery tenders had been purchased for the John Deere tractor and Bad Boy mower. He will install their charging leads following the meeting.

GOOD OF THE ORDER – Bill Balcom

A member reported that a verbal altercation took place this past week near the trail at the end of Tahoma. It was reported that both parties were emotional and threatened each other. Bill informed the audience that the Board does not have a police force for personal disputes and that such matters should be handled by the Lewis County Sheriff’s office.

Brett reported that he had an email in to our insurance agent to seek a review of our current coverage.

Steve Olsen reported that the Fire Department has reported that they cannot fill their tender from the hydrant by the lake or from the lake standpipe itself. This created confusion as these methods have been used to fill the tender for many years. Steve will contact Alvie (who had left the meeting early) to see why the hydrant is an issue and what might be able to be done to correct the problem. He further reported that the lake standpipe issue may be a simple training issue, as that has happened on multiple other occasions. The Board will reach out to Beth Marzano to check into this.

A member suggested that those living alone in our community should make sure that their contact information is current in the PCC office (whether owning or renting). A recent incident occurred where a mail/newspaper build up was noticed and it was unclear how to contact the occupant. This situation should be avoided whenever possible, as a matter of personal safety. Brett will add this topic to an upcoming newsletter.

A member suggested that, with the approaching fall weather, there is again enough interest to start the craft workshops back up on Fridays. Cecile agreed that the room would be available.

With no further items to report, the meeting was adjourned at 2:18 PM. The next regular Board Meeting is scheduled for 11/10/2013 at 1pm – PCC Office (later revised to 11/24/2013 at 1pm).

Respectfully submitted,

Brett Anderson, Secretary _____ Date_____

Attest: Bill Balcom, President _____ Date_____