

PARADISE COMMUNITY CLUB

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An Equal Opportunity Employer and Service

**PCC Board Meeting Minutes
September 14, 2014**

The meeting of the Paradise Community Club Board was called to order at 1:07 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	Brian Andrews
Joan Williams			

Staff Attendance:

Cecile Roy (Office Clerk)	Alvie Whitlock (Water Manager)	Maria Niesen (Water Operator) -Absent-
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The guests in attendance included: Kathy & Robert Hulet, Paul Nerge, Darlene Krause, Joyce Mitchell, Rod Glyzinski, and Erica Broska.

OLD BUSINESS

Bill Balcom asked the Board to review the minutes of the May 18, 2014 Board Meeting. After review, there were no questions or discussion items, so Joan Williams motioned that the minutes be accepted as written. The motion was seconded by Bill Krause and there were none opposed. Motion carried.

UPDATES on ACTION ITEMS

1-Paint/Install New Door on Office Shed - Calvin Porter

The new double doors have now been installed and painted, thanks to the single-handed efforts of Calvin Porter. The doors would benefit from a stronger lockset. Brett will purchase a set in the near future.

2-Pumper Truck Refilling - Alvie Whitlock

Alvie will be performing a pre-test by hooking the trash pump to the connection at the big lake. Providing that is successful, he will contact the Ashford Fire Department about testing it to their satisfaction as well.

NEW BUSINESS

FIRE DEPARTMENT REPORT – Paul Nerge

Paul reported that the recent Fire Department levy was passed.

Bill Krause mentioned the confusion regarding burn bans vs. the various agencies (Pierce County, Lewis County, DNR, Federal Forest Land, etc.) and who was the authority over our community. Brett stated that he could not answer that question definitively but offered some bits of clarity. DNR only governs their own land, not the land within Paradise Estates. Both Lewis County and Pierce County have burn bans in place presently but both bans allow for campfires in contained fire pits, in campgrounds or on private property with the owner’s permission. Bill Balcom volunteered to contact the Ashford fire department to seek further clarification on this topic.

TREASURER’S REPORT

The Treasurer’s Report was read by Sonja Maddux and stated account activity and balances for the period ending 8/31/2014 as follows:

**PARADISE COMMUNITY CLUB, INC
MONTHLY TREASURER REPORTS
PERIOD ENDING: August 31, 2014**

Balances as of August 31, 2014

CD - Timberland	\$5,933.35
CD – First Citizens	\$31,931.45
Savings	\$44,859.74
Total	\$82,724.54

Checking Balance as of May 31, 2014	\$91,630.96
Deposits for the months of Jun-Aug 2014	+ \$15,631.78
Expenses for the months of Jun-Aug 2014	- \$41,065.47
Transfer to Savings (Allocated for Capital Improvements)	- \$19,000.00

Check book balance as of August 31, 2014 **\$47,197.27**

Total Financial Assets **\$129,921.81**

A motion was made by Brett Anderson to accept the Treasurer’s Report as reported. The motion was seconded by Bill Krause. None Opposed – motion carried.

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 nine months of 2014.
2. All water meters in PCC were read on August 22nd for billing. We had no problems with billing. No meters were locked during the last billing cycle for lack of payment.
3. We had one discovered water leak during the last two-month reporting period. The leak was at a recreational cabin around a water faucet near the cabin that was not visible from the road. The leak was 180,000 gallons, equal to three full water towers. The Owner was notified and the problem has been corrected.
4. The water system is in good condition and we are continuing with our summer maintenance program. By the end of September we will have completed our annual valve testing and we are in the process of extensive line flushing and well house inspections and winter prep.
5. There were seven broken consumer water lines last year due to freezing pipes. We remind everyone turn off your water and drain your water lines and leave some heat on if you are going to be gone.
6. Ben and Alvie will be attending the Water Treatment Plant Operator training course November 4th thru the 6th.

Motion Brett (\$600 for Tuition and Meals for Alvie Whitlock and Ben Paccatte to attend a 3 day training course in Olympia). Seconded by Bill Krause. None opposed – motion carried.

Alvie also reported that the concrete blocks to raise the four low elevation meters have been delivered and will be installed soon.

OFFICE ISSUES

1-Accounts in Arrears – Sonja / Cecile

Approximately \$1,200 in 2014 dues remain outstanding and all late payers are making payments.

There are six properties with liens in place. Collectively these properties owe a total of \$8,014.18.

One of the properties (#99) is making payments and has just put the lot up for sale. Another Lot has proven difficult as the owner's address has changed. We just received a new address (Nursing Home) and will attempt to reach the owner there.

A motion was made by Brett Anderson to not spend any further attorney effort trying to collect arrears for Lot #314, as we have just been notified that it is scheduled for Tax Foreclosure auction in January, 2015. The motion was seconded by Bill Krause – None opposed – motion carried.

Lot 307 has paid all amounts owed except for late fees and attorney expenses. She refuses to pay these as she sees no evidence that our attorney's Letter regarding the lien was ever received. Cecile has requested this evidence from our attorney.

Two members' properties are currently in the process of HOA foreclosure:

Lot 263 – is scheduled for a status update in November to see if the owner's attorney has been able to work through the complex title issues (no research costs expected for PCC).

Lots 221, 222, 223 & 224 – Are still accruing late payments as we await the Mortgage foreclosure.

Lot 309 was sold to PCC at the Lewis County Sheriff's Sale on 8/8/14. We are awaiting the final paperwork from the County so that the property can be recorded. The Board discussed how and when to proceed with selling this property. After some discussion, Brian Andrews motioned that we should get a ballot ready, seeking approval from the general membership to sell the property as soon as possible. The motion was seconded by Bill Krause and there were none opposed. Motion carried. The target date for a ballot mailing is late October, providing the County gets the information to PCC in time.

COMMUNITY WATCH - Paul Nerge

Paul stated that a truck was broken into on Nisqually but nothing of value was taken. He said there wasn't much else to report at this time. The next Community Watch meeting is scheduled for October 25th.

FINANCE COMMITTEE – Calvin Porter

Calvin reported that the last Finance Meeting was held on 8/20/14. Once again, no financial discrepancies were identified during the review. The next Finance Meeting is scheduled for 10am on 10/15/14. Calvin invited anyone from the general membership or Board to attend if interested. Brett reiterated that invitation to the members, having attended the last meeting for the first time himself.

COMMUNITY RELATIONS – Cecile Roy/Sonja Maddux

Lots 250/251 – A letter of status was received by the property owner that stated that he has completed most of the tasks that he had previously agreed to complete. He is still working through the remaining items. A letter of acknowledgement will be sent.

Lots 226/227 – A letter was received by the owner of these lots in response to our complaint letter regarding tenant behavior. The owner included a copy of the letter he sent to the tenants to cease such behavior. Additionally, this lot is now in Escrow, pending sale to another party.

Lot 135 – This lot owner is reported to be in a medical facility. Brett will contact the facility to see if he can receive mail or if we need to be working through a Power of Attorney.

Lot 10 – The issue with the reported squatters was resolved between the owner and the Sheriff.

Lot 207 – It has been reported that a diseased tree from this lot has fallen, causing damage to the neighboring property's fence. The PCC office had previously sent the owner a letter, requesting he contact his neighbor to resolve the issue between them. The owner recently contacted the office and stated that he had paid for prior damage caused by a tree and he was going to contact his neighbor to discuss the more recent incident. He also asked that someone from the Board call him. Bill Balcom volunteered to call him as requested.

Request to Use Community Building for Family Reunion – A member has asked about the possibility of using the PCC Office building for a family reunion. After reviewing the request and discussing the logistics and potential implications, the Board agreed that the request is too large to be supported by the office building. Even the lowest headcount estimate exceeds the maximum occupancy for the building and there is concern regarding septic system capacity and child safety around the tools and equipment. Brett will draft a letter to the member, informing her of the Board's decision.

Emergency Management – Steve Olson showed the audience his Grab and Go bucket, which he has assembled to better prepare him for emergencies. He suggests that other members do something similar in a food grade container and use it to store important papers, cash, medicines, flashlight, batteries, etc. The Board thanked Steve and discussed ways to spread the word. Bill Balcom asked Steve to present the topic of Emergency Management at the Annual Meeting in 2015. Steve will also continue to inform and solicit more volunteers at the bi-monthly Community Watch meetings.

GROUNDS / MAINTENANCE REPORT - Steve Olson

1 – Water Level of Both Lakes – Brett reported that he checked the inlet at the big lake and dug a little more to allow better flow. He estimated however that the flow is down to approximately 4 GPM. Big Creek is simply too low to push more water into the channel. Very little water is flowing down No Name Creek but there is a significant amount of debris (branches, logs, etc.) that could be removed to help a little. We simply need rain to make a measurable difference.

2 - Grass Cutting/Lawn care for Entrance Calvin Porter
The proposal from A Cut Above to thatch, aerate, seed, spread fertilizer and weed control (most in the Fall, some in the Spring) was discussed. After clarifying what services were proposed for each season, a motion to approve \$660 for the work was made by Brian Andrews. The motion was seconded by Joan Williams and was opposed by Bill Krause. Motion Carried.

3 – Lake Fencing - Brett provided a price estimate of \$250 for new cable fencing and hardware for the new posts at the big lake. After discussing sizes and options (including using rope instead), Brian Andrews motioned to approve double the amount so that two strands can be run. After discussing, the motion was seconded by Bill Krause and there were none opposed. Motion Carried - \$450 estimated cost.

4 - Memorial Benches – Brett presented the options he found for various metal or plastic plaques that memorials could be engraved on. None of the options seemed feasible, where they would be durable, attractive and not stolen by metal scrap collectors. After some discussion, it was decided to focus on sandblasted Bricks or Tiles that can be embedded in the poured concrete. Brett will look into possible providers and get price estimates. The Board also decided to choose candidate bench locations, and then give families their choice on a first come – first serve basis. Each family would pay for the bench and the engraved brick and PCC will provide the installation labor. Three families have expressed interest so far.

GOOD OF THE ORDER – Bill Balcom

With no further issues reported, the meeting was adjourned at 3:51 PM (Motion Brian, Second Brett). The next PCC Board Meeting is scheduled for 11/9/2014 at 1pm (PCC Office).

Respectfully submitted,

Brett Anderson, Secretary _____ Date _____

Attest: Bill Balcom, President _____ Date _____