



PARADISE COMMUNITY CLUB, INC.

P.O. BOX 42
ASHFORD, WA 98304
(360) 569-2669
Pcc007@centurytel.net
<http://www.paradiseccl.org>

**PCC Board Meeting Minutes
March 11, 2018**

The meeting of the Paradise Community Club Board was called to order at 1:01 PM at the PCC Office – 151 Nisqually Way, Ashford, WA - PCC President, Bill Balcom presiding.

All guests were asked to sign the guest sign-in sheet. Attendance is reflected below.

Board Members Attendance:

Bill Balcom (President)	Bill Krause (Vice President)	Brett Anderson (Secretary)	Chuck Mitchell (Treasurer)
Calvin Porter	Rose Gaines	Steve Olson	Joan Williams

Staff Attendance:

Cecile Roy (Office Clerk)	Ben Pacatte (Water Manager)
--------------------------------------	--

Bill Balcom had everyone introduce themselves. The guests included Darlene Krause, Jim Bennett, Rod Glyzinski, Ben Anderson, Herb Gaines, Kathy Balcom, Jerry/Deborah Bosequett, Joyce Mitchell, Linda Dorr, Phil Farcy, Dennis/Julie Day, Edward/Leah Bridges, and Mike/Lisa Leach.

Opening Announcements:

Bill Balcom asked the attendees to observe a moment of silence at the recent passing of Paul Nerge and Letty Walker. <silence observed>

Bill then introduced Phil Farcy, who announced that there is a need for a Fire Commissioner. Paul Nerge’s passing left an open position. Requirements for the position are that you must be a Lewis County resident and be available to attend quarterly meetings at the Paradise Estates fire house. Interested parties were asked to contact Phil or the PCC office.

OLD BUSINESS

Bill Balcom asked the Board to review the minutes of the January 14, 2018 Board Meeting. After review, Joan Williams motioned that the minutes be accepted as written. The motion was seconded by Chuck Mitchell and there were none opposed. Motion carried.

NEW BUSINESS

TREASURER’S REPORT

The Treasurer’s Report was read by Chuck Mitchell. Brett noticed a discrepancy on one of the amounts and, after a quick review of the online account balances, corrected the error. Chuck then stated account activity and balances as follows:

**PARADISE COMMUNITY CLUB, INC.
MONTHLY TREASURER REPORTS
PERIOD ENDING: February 28, 2018**

Checking Balance as of December 31, 2017	\$41,179.75
Deposits for the months of Jan-Feb 2017	+\$111,776.88
Expenses for the months of Jan-Feb 2017	- \$38,608.70
Checking balance as of February 28, 2018	\$114,347.93
Savings Account Balances as of February 28, 2018	
CD – First Citizens	\$32,680.80
Savings	\$20,857.48
Total SAVINGS/CDs	\$53,538.28
Total Financial Assets	\$167,886.21

A motion was made by Bill Krause to accept the Treasurer’s Report as read. The motion was seconded by Joan Williams. None Opposed – Motion carried.

WATER SYSTEM REPORT – Ben Pacatte

1 - Ben Pacatte reported that our system status remains green. There are no significant issues within the water department at the present time. Ben informed the attendees that we had an incident during the recent power outages in which our generator would not stay online. Brett located an emergency repair service that would respond on the President’s Day holiday. The technician was able to talk Ben through

repairs on the phone and the generator is now fully operational. Brett will check with the responding company to see if a more formal relationship needs to be put in place in order to have an acceptable service level in place. A new member also suggested a generator maintenance/repair firm and took Brett's information so that he could be contacted. Ben also reported that the ceiling-mount heater in the well house was fried with an electrical surge. Brett will look into buying a new one. Ben has temporarily placed a personal unit there for the time being.

2 - Ben also described an issue where a large leak on a homeowner's lot 347 on Pyramid has resulted in a huge amount of water loss (180 ft³/hour). The property owner has tried twice to repair the line but the leak has not diminished. The Board authorized Ben to lock the meter until repairs can be made because this size of leak jeopardizes our ability to serve the rest of the community.

3 - The last meter reading showed again that 150 meters current do not read electronically due to dead batteries. With a few exceptions, these will only be replaced as necessary (once each lot is developed enough to start using water).

4 - Mowich Water Line Upgrade – The board discussed the cost of the Mowich line upgrade (Estimated at \$48K) and compared the project cost to anticipated fund availability in 2018. The lengthy discussion addressed the pros and cons of performing the work this year – ideally ahead of the Lewis County paving project, tentatively scheduled for late June. The Board determined that further number crunching and estimation is required and agreed to work through those by mid-April. There is a strong desire to complete the work before the paving project but the Board needs to make sure that finances are not spread too thin. Further financial review is warranted and a decision will need to be made in the next month, in order to stay ahead of the upcoming paving work. The Board will review further in a workshop format.

OFFICE ISSUES – Cecile Roy

Accounts in Arrears

1 – Per Cecile, 13 members are currently behind on their water payments.

2 - Cecile reported that 41 members had not yet completely paid off their 2018 dues (down from 55 in January).

3 – Lot 117 – The sale of this PCC-owned lot is now complete.

4 - Currently there are no properties with a lien in place, other than the 4 lots above in foreclosure.

5 – Brett reported that he intends to pursue a competitive insurance proposal. Customer service for our current proposal is rather anemic. The proposal will be brought back to the Board for review.

6 – Record Retention – Brett stated that our file cabinets are running low on space because we have not purged the files of former association members. The Board discussed how long such files should be retained before their destruction. After the discussion, a 3-year retention is being considered. Cecile will review the files in the office to look for destruction candidates. Brett will review and bring forward a proposal for a default retention policy.

COMMUNITY WATCH – Steve Olson

As a result of the passing of Paul Nerge, Steve Olson volunteered to oversee the Community Watch program. Steve reported on a recent break-in on Paradise Drive, where some items were stolen from a shed. He also reported that we have 1 remaining street light in need of repair. The PUD has been notified. He also mentioned the report of two suspicious vehicles (a dark Mazda sedan and a newer white Ford extended cab pickup with a flatbed trailer in tow). The next Community Watch meeting is scheduled for Saturday, 4/28/18 at 10am, in the PCC office.

FINANCE COMMITTEE – Calvin Porter

Calvin reported that the last Finance Committee Meeting was held on 2/13/18 and once again, there were no discrepancies identified in the books. The next Finance Committee Meeting is scheduled for 10am on 4/18/18 at the PCC Office. As always, anyone from the general membership or PCC Board is encouraged to attend.

Calvin then presented the proposed 2019 PCC Budget for review and discussion. He and Brett provide commentary regarding the logic and assumptions behind the budget. After the discussion, Chuck Mitchell motioned to accept the budget (for presentation/voting during the Annual Meeting election process) as written. The motion was seconded by Bill Krause and there were none opposed. Motion carried.

COMMUNITY RELATIONS

1 - Fire Department Report – Chuck Mitchell

Chuck reported that the last commissioner meeting was skipped due to the passing of Paul Nerge. No other Fire Department issues were reported.

2 - Emergency Management – Steve Olson

a. Steve Olson reported that the January generator test was executed successfully after the last Board Meeting. The emergency generator/ATS switch will be tested again at the conclusion of the meeting.

b. Brett reported that the building electrical panel had a noisy electrical contactor after the last significant power outage. Brett reset the contactor and the issue has not yet returned. Brett has instructed Ben on how to determine the source of the noise should it return. In that event, an electrician will be dispatched.

3 – Upcoming Calendar – Brett Anderson

Brett stated the need to finalize the dates of this year's community events. After discussion, the Board finalized the following schedule:

5/19 - Spring Cleanup (9am-TBD)

6/16 – Annual Meeting (10am-2:30pm)

9/1 – Annual Picnic (11am-2pm)

4 – Road Paving – Bill Balcom

Bill reported that the County road paving is currently scheduled for late June of this year.

GROUNDS / MAINTENANCE REPORT

1 – Property Issues (Outstanding)

The owner of lots 20 & 21 was present to address a letter he received from the Board, requesting that he clean up the slash pile on one of his lots. He acknowledged the need to remove the pile but asked the Board for a date extension to 10/1/18, as he is working at a diminished capacity, due to health issues. The Board granted his request. A community member also volunteered to help him with the task.

2 – Property Issues (New)

Cecile reported that there have been 6 properties sold or in process of selling so far this year.

3 – Water Levels / Diversion Dam

Ben has adjusted the dam level in response to water flow. All is in order.

4 – Dog Updates

The owner at 300 Paradise Drive was in attendance and stated that she is working to keep her dogs under control but that occasionally they will get away from her – but only for a short time.

5 – Signage (PCC vs. Bavarian Boundaries)

Brett reported that the signs are in regarding leashing and cleaning up after your dogs. They will be installed by the time of the Spring Cleanup. Calvin volunteered to make doggie poo bag holders for each sign. Brett will ensure we have sufficient bags. Brett further reported that the PCC/Bavarian directional sign was now in and should also be installed soon.

GOOD OF THE ORDER – Bill Balcom

A member asked who is responsible for trees that have fallen into Big Creek. Bill Balcom stated that it depends on where they originated from and that he would look into the issue after the meeting.

A member asked if any specific plan was in place to memorialize the memory of Paul Nerge. A few ideas were proffered and the audience was asked to submit any further thoughts to the PCC office.

A member requested that, when it is necessary to take photos of property conditions, she be warned in advance so that the young children at her residence aren't surprised or concerned.

Adjournment

With no further issues reported, the meeting was adjourned at 3:17 PM (Motion Joan Williams, Second Brett Anderson). The next PCC Board Meeting will be pushed out 1 week to avoid Mother's Day. It is therefore scheduled for May 20, 2018 at 1pm, in the PCC Office.

Respectfully submitted,

Brett Anderson, Secretary _____ Date_____

Attest: Bill Balcom, President _____ Date_____