



PARADISE COMMUNITY CLUB, INC.

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We are an equal opportunity Employer and Service

**PCC Board Meeting Minutes
November 8, 2020**

The meeting of the Paradise Community Club Board was called to order at 1:03 PM at the PCC Office – 151 Nisqually Way, Ashford, WA - PCC President, Bill Balcom presiding.

Guests were discouraged again this meeting due to COVID-19 directives from the Governor. Attendance is reflected below.

Board Members Attendance:

Bill Balcom (President)		Brett Anderson (Secretary)	
Calvin Porter	Joan Williams	Steve Olson	Rose Gaines

Staff Attendance:

Cecile Roy (Office Clerk)	Ben Pacatte (Water Manager)
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The only guest was Rod Glyzinski.

OLD BUSINESS

After introductions, Bill Balcom asked the Board to review the minutes of the March 8, 2020 Board Meeting (no other regular meetings fell between due to COVID-19 restrictions. After review, Joan Williams motioned that the minutes be accepted as written. The motion was seconded by Rose Gaines and there were none opposed. Motion carried.

NEW BUSINESS

TREASURER’S REPORT

In Chuck Mitchell’s absence, the Treasurer’s Report was read by Cecile Roy. The bank statements for the period ending 10/31/20 were stated as follows:

PARADISE COMMUNITY CLUB, INC.
MONTHLY TREASURER REPORTS
PERIOD ENDING: October 31, 2020

Checking Balance as of July 31, 2020	\$87,362.32
Deposits for the months of Aug-Oct 2020	+\$19,250.91
Expenses for the months of Aug-Oct 2020	- \$41,125.37
Checking balance as of October 31, 2020	\$65,487.86
Savings Account Balances as of October 31, 2020	
CDs	\$32,748.21
Savings	\$40,896.62
Total SAVINGS/CDs	\$73,644.83
Total Financial Assets	\$139,132.69

Cecile stated that she is having difficulty getting a return call from DOH, with whom she inquired as to the whereabouts of the loan payment invoice that was due in October. She will try again to reach them and escalate to the Board if she is unsuccessful. A motion was made by Joan Williams to accept the Treasurer's Report as read. The motion was seconded by Calvin Porter. None Opposed – Motion carried.

WATER SYSTEM REPORT – Ben Pacatte

1 - Ben Pacatte reported that our water system status remains GREEN on both Well House #2 and Well House #4. He also reported that he had discovered that there was a pressure equalization issue in WH#2. Skyline Pump was engaged and they determined that a pressure equalization tank needed to be added to the WH#2 infrastructure. Additionally, a great deal of Iron/Manganese build-up was found in some pipes within the well house. These were removed and replaced with new PVC pipes. This resolved the pressure fluctuation issue and the system is running normally at this time.

2 – Ben brought up the fact that property development within the community is at an all-time high, a situation that is calling for a higher than normal number of meter installations. He and Alvie are doing their best to keep up with these but they have 50-60 meters left to install and must always prioritize managing the well houses. At this point, 3 to 4 Board members asked if the Board could help by hiring a contractor to do most of the physical work. While Ben has historically opted to work backlogs internally, he agreed that it would be most helpful, especially if we want to get the work done before the winter freeze. Since the Board already had pricing for such a service (\$200/day), Steve Olson motioned to allocate up to \$1,000 (5-days) toward this effort. Ben believes that 10-15 meters could be installed in a given day. The motion was seconded by Rose Gaines and there were none opposed. Motion carried. Bill Balcom will notify the contractor to contact Ben about commencement of work.

3 – Bill Balcom provided a brief update regarding Bavarian Retreat. He reported that he feasibility study has been approved and that DOH has assigned a point-person to the project. Initial conversations with Gibbs & Olson Engineering indicate that the \$30K is not enough money for them to complete the study and the underlying required plan upgrade for PCC. Bill was referred to another company who has a reputation as to being more affordable. He has reached out to them and we are currently awaiting further definition regarding next steps.

4 - Bill Balcom followed up with a status regarding purchasing a 4x4 pickup truck, as mentioned in the March meeting. His hope was to be able to find an appropriate vehicle at auction for \$10,000. After pursuing a handful of vehicles over the past seven months, it appears that an appropriate vehicle will cost significantly more. After discussing the matter, the Board agreed that the dollar limit should be raised to \$20K but, should cash flow concerns become evident, the Board also approved purchase terms of \$10K down and the balance on payments – not to exceed 3 years (Motion Brett – 2nd Calvin). The discussion also compiled a “wish list” of capital projects so that prioritization could be applied. When discussing the remaining water line upgrades, it was concluded that the priority should be placed on Stevens Place as it would include a partial replacement of the line coming from WH#2. Bill also stated that we would not likely find a truck with our ideal ad-on specifications (detachable plow blade and diesel slip tank), so we would work to add those items later, as finances allow.

OFFICE ISSUES – Cecile Roy

Accounts in Arrears

1 – Cecile stated that she currently shows a few members who are behind on their payments and that they owe a combined \$2,014.44. There are currently 2 liens in place, with those members owing a total of \$2,842.77.

2 – Cecile reminded the Board that year-end billing (which includes annual dues) is coming up in December and that anyone wanting to pre-pay for the base water expenses should send in \$262.20. This information will be included in the December newsletter as well.

3 – Cecile further reported that the office has been closed to discretionary guests due to concerns regarding the COVID-19 pandemic. Members are encouraged to use the drop-box or telephone whenever possible.

4 – Cecile stated that she had a request for a member to use the office building on Thanksgiving, as their house was too small to support their guests. After a brief discussion, the Board determined that the request could not be granted as the office will be closed and they did not feel it was fair to ask someone to unlock, inspect and re-lock the office on a holiday. Cecile will let the family know.

5 – Brett stated that he had a new supply of the Quick Reference Guide (Top 6 Rules) printed and laminated as the office had run quite low.

COMMUNITY WATCH/EMERGENCY MANAGEMENT – Steve Olson

1 - Steve Olson reported that there a couple of recent incidents to report. One person was burglarized in Alpine Village, another had an incident at his trailer on Mowich and Brett mentioned an incident the night before the meeting on Skate Creek Road. This last incident caught video images of the perpetrator. The next Community Watch meeting is scheduled for February 27, 2020 at 10am at the PCC office.

2 – Emergency Management – Steve also reported that the propane tanks for the office generator were 45% and 55% full. Steve indicated that Stanley Oil generally doesn't want to top off tanks until they are lower. Brett stated that, because we use propane for our Emergency Shelter and water provisioning, we should keep our levels higher. He stated that Stanley Oil should be able to simply top them off whenever they are in our community. Bill Balcom asked Cecile to have Chuck Mitchell call Stanley Oil to see how this issue can be addressed.

3 – Fire Department – Bill Balcom stated that our attorney had stated significant concerns regarding the idea of “gifting” the Fire Hall and some underlying land to PCFD #23. She stated that we would not be able to guarantee that the property would come back to us in the event the Fire Department no longer wanted to occupy it. This information was conveyed to Chief Medford, along with a suggestion to simply work together on a new mutually-agreeable lease. There has been no response from Chief Medford at this point.

4 – Steve Olson also reported that Lewis County Emergency Management will be place 1 or more Lahar Escape Route signs in the near future.

FINANCE COMMITTEE – Calvin Porter

1 - Calvin reported that the last Finance Committee Meeting (10/21/20) showed that, once again, there were no discrepancies identified in the financial books of PCC. The next Finance Committee Meeting is scheduled for 10am on 12/16/20 at the PCC Office. As always, anyone from the general membership or PCC Board is encouraged to attend.

GROUNDS / MAINTENANCE REPORT

1 – Property Issues (Outstanding) - Cecile Roy

Cecile reported that, while she has seen some activity at one of the lots, she is still waiting on responses to the three letters we sent in late September.

2 – Property Issues (New) – None reported

3 – Diversion Dam – Bill Balcom reported that due to COVID-19 restrictions on contractors, we were unable to perform the necessary work on the diversion dam. He did however meet with an engineer from Lewis County, who walked the areas of concern with Bill and a PCC member. The engineer reviewed the water paths and made some specific recommendations. First, he stated that the County would start the planning and budgeting process to up-size the culverts that cross Paradise Drive (near Lot 83) and Nisqually Way (near Lot 228). He also recommended that our diversion dam be moved a short distance upstream and angled a bit more to better deflect the water, while minimizing the pressure on the dam. He also suggested a large gate valve be installed in the dam to more granularly control flow. Unfortunately, the engineer believes that the culvert work won't be completed for about 2 years due to the required County processes. Our work on the dam can take place next summer, providing an acceptable proposal can be accepted by then. He also stated that the drainage ditch behind the fire station (the diversion path) be cleared out of trees and debris to allow for more efficient flow. He stated that no Fish & Wildlife permit is required in order for us to complete the work as well. At this point, we simply need to wait for the area to dry out after winter in order to commence work. In the meantime, we will search for an agreeable bid for this work and utilize sandbags should the need arise (PCC has 500 in stock).

4 – Dog Issues – None reported (and this is noteworthy).

5 – Burn Ban Status – No bans currently in place – open burning requires a permit. Brett informed the audience that there has been a change now to burn permits; while they are still free, they are only good for two days. A link to the permit site can be found on the www.paradisec.org website.

6 – Ice Signs – Brett asked if the Ice Danger signs were installed yet; they were not. Rod Glyzinski volunteered to post them around the lake areas. Bill Balcom took this opportunity to thanks Rod for the painting work he completed on the Lake Holiday fence posts. They look very sharp!

7 – Summer Sani-Can – Rose asked when we would like to have the unit delivered this year. It was requested that she have it arrive on the Monday before Memorial Day, as Monday is the normal day for such work in our area.

8 – Speeding Issue – Bill Balcom reported that the County will NOT allow the use of a solar-powered “Your Speed is” sign as a deterrent to speeders. The Board is confused by this as we all see them throughout the state.

GOOD OF THE ORDER – Bill Balcom

Brett Anderson reported that the secondary PC in the office has reached end of life. It can no longer be patched or accept virus signatures and is too old to realistically accept an OS upgrade. He suggested that it be replaced but with a laptop device. The laptop will allow the Board the mobility to use for online meetings (e.g. Zoom) and could potentially be used in the future for water meter reading feeds from a vehicle. Brett suggested a docking station as well, should the combination be affordable. After discussion, Steve Olson motioned to allocate \$1,000 for the purchase. The motion was seconded by Joan and there were none opposed. Motion carried. Brett will search for a solution.

Adjournment

With no further issues reported, the meeting was adjourned at 3:12 PM (Motion Steve Olson, Second Joan Williams). The next regular PCC Board Meeting is scheduled for January 10, 2021 at 1pm, in the PCC Office.

Respectfully submitted,

Brett Anderson, Secretary _____ Date _____

Attest: Bill Balcom, President _____ Date _____