



PARADISE COMMUNITY CLUB, INC.

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We are an equal opportunity Employer and Service

PCC Board Meeting Minutes

January 14, 2024

The meeting of the Paradise Community Club Board was called to order at 1:05 PM at the PCC Office – 151 Nisqually Way, Ashford, WA - PCC President, Bill Balcom presiding.

Board Members Attendance: Present: Bill Balcom (President), Calvin Porter (Finance), Steve Olson (Emergency Management), Robert White (Grounds Manager), Chuck Mitchell (Treasurer), Rose Gaines, Joan Williams

Unable to attend: Brett Anderson (Secretary), Nick Neville

Staff Attendance: Ben Pacatte (Water Manager), Jim Roddewig (Water Operator), Julie Edwards (Office Manager)

Guest Attendance: Rod Glyzinski, Herb Gaines, Kent Moffit, Joyce Mitchell

OLD BUSINESS

The Board reviewed the minutes of the November Board Meeting. After review, Steve Olson motioned that the minutes be accepted as written. The motion was seconded by Charles Mitchell and there were none opposed. Motion carried.

NEW BUSINESS

BAVARIAN RETREAT WATER / PCC WSP UPDATE

Bill Balcom provided a brief background of the DOH Study regarding potential consolidation. The plan has been approved by Dept. of Health. Todd Krause will meet with Bill Balcom and Jim Roddewig on January 23 at 10:00 in Port Orchard to discuss details. Nick Neville may also be in attendance.

TREASURER'S REPORT

The Treasurer's Report was read by Chuck Mitchell, reflecting the account balances as of 12/31/23.

PARADISE COMMUNITY CLUB, INC. MONTHLY TREASURER REPORT

PERIOD ENDING: December 31, 2023

Checking balance as of September 30, 2023

\$23,708.16

Deposits for Oct-Dec

\$58,571.87

Expenses for Oct. - Dec

\$29,615.26

Checking balance as of December 31, 2023

\$52,664.77

Savings Account Balances as of November 12, 2023

CDs \$43,767.44

Savings \$45,911.27

Total Savings/CDs \$89,678.71

Total Financial Assets \$142,343.48

Bill Balcom shared the Register Report of monthly expenses that Jim R had generated. The Board would like to continue with the monthly expense report. Jim will continue to generate the report.

Bill Balcom asked about putting funds into the CD. Chuck Mitchell makes a motion to put \$5,000 into CD. Steve Olson seconds the motion. Chuck will make the transfer when at the bank.

WATER SYSTEM REPORT – Ben Pacatte

1 – Bill Balcom reported that the PCC Water System Plan (WSP) is now complete, having been approved by DOH. It will need to be amended should the BR water system consolidation move forward.

2 - Ben Pacatte reported that our water system status remains GREEN for WH2 and WH4. Still following up with Tweet to see what is going on with WH2. Ben thinks there may be a leak at or near the newly installed check valve. We are not sure what the status of Tweet is, as he hasn't replied for a while. Need to wait for better weather to determine what exactly is the problem.

3 – UPDATE: The backwash valve is at the shop and the gentleman will look at it “when he gets to it.”

4 – Ben said that we may need more security vigilance on WH1 – perhaps fencing or blocking it off so that people can't get in. W1 is not pumping right now. It is very old – 1970's it was put in. It was a private well originally, and given to PCC by the owners. With regard to security around the well houses, nothing has been seen on the cameras since the wiring was put up.

5 – Ben has not yet been able to locate a pair of front skis from a junked snowmobile. He would like to affix a pair under the truck's plow blade, thereby making plowing much easier (by minimizing undue gravel scraping). The search continues.

6 - Ben and Jim updated the Tool inventory. Need some new tools: Torque wrench – need an inch-pound, ½" drive. Board agreed that Ben and Jim will research and buy one.

7 – Jim Roddewig reported that he put two lights up in the garage and WH4.

8 – Jim was able to put in the heater in the truck.

9 – Herb Gaines asked about the automatic gates for WH2 and WH4. Bill Balcom said that there is some money available for it. Jim and Ben found something comparable that they can install themselves. The gates are solar powered. Gates will have to be raised to clear the snow. Probably can do all the gates for approximately \$1200.00. Robert White is willing to help with the installation. Will put in in the spring when the weather is more friendly. Motion by Chuck Mitchell that we purchase the gates. Seconded it by Robert White. Ben and Jim will buy the single gate first to make sure it works for WH4, and then, with success, the double gate will be purchased.

10- Received our PFAS survey back. We are one of the few water districts in Washington state that do not have PFAS contamination! Will have to redo evaluation every 5 years.

11- Bill Balcom just received a cross-contamination survey. Do we need to send something out to folks to warn about how to avoid cross-contamination? We need to send a letter out to the owner of Lots 330/329 about the fact that the water lines for those lots are crossed, which is not allowed.

OFFICE ISSUES – Chuck Mitchell

1 – Accounts in Arrears Chuck Mitchell – There have been two sheriff's sales in the recent past. Jim has access to the accounts in arrears. Bill asks that he print out the 90 day + accounts in arrears for future Board meetings. Lot #270 is the next one that may need a lien. They were sent a letter from the attorney.

2 – Guardian and HOA Fees: Jim R asks about the HOA dues and late fees. Bill Balcom talks about the “nightmare” that has been created by Guardian not putting the HOA dues on the December/January billing. Should we waive the late fee? We will wait to see who responds to the HOA dues deadline and proceed from there.

3 – CPR Training went really well. Thank you Kent and Joyce. All the CPR cards are assigned on the website. Participants can search for “AHA ecard” to find the website and then you can put in your email address and name and the CPR attendance card should pop up. If not, contact Kent. Joyce ordered first aid/CPR supplies for the community center. There is now a first aid/CPR backpack in the truck.

4 – Dates for Annual Meeting/Work Party: Sunday, June 9th will be the annual Board Meeting. Starts at 10:00. Volunteer Work Party will be on Saturday, June 8th, 9:00AM until done. Kent will put out the announcement on Facebook. A potluck lunch will be available for the volunteer work party and lunch will be provided for the annual meeting. Robert White will generate a list of what to do for the volunteer work party. At the next meeting we will determine which lot owners need a letter notifying the need for Scotch Broom removal. Annual Picnic is August 17th! Food and music provided!

5 – If people have any metal T-stakes, please drop them off at the PCC community Center for the water department. They are used to help locate individual lot water valves.

6 – Insurance update: Bill Balcom shared that our current insurance carrier cancelled us due to their concern with water/flooding, with the exception that the insurance still covers Board members. Brett Anderson shared that he did receive a quote for liability from another insurance company. We are awaiting information concerning other areas of insurance coverage. Bill has asked Jim and Ben to limit their driving of the truck to within Paradise Estates. Insurance expires January 15th, 2024 (tomorrow). Bill also suggests we post a sign at the lake that it is closed to public use. Until further notice the PCC Center will be closed except for emergency use.

7 – Joan requests a key for the office when no other person is available to open the office. Granted. Joan will ensure the key log is updated.

8 – Alarm update – After the last power outage there was a problem with the alarm. When the alarm repair person came he noted that the power transformer was out, so the part was \$15, on top of the service call.

9 – Annual USDA report is coming up soon. Joan, Brett and Nick will work on it. Brett is waiting for the notification from the USDA.

SHORT-TERM RENTALS –

Nick Neville was not present. Ben and Jim noted there were some trash issues over the holiday. Trash was found at the lake. People had filled the trash cans to an overflow level at the lake. Wild animals got into the cans and pulled the trash out. Rose wonders how we can help owners and visitors be more responsible with their trash.

Robert asks about setting up a recycle center here at Paradise Estates. Kent says that many of his short-term renters ask about recycling. Steve suggests that if we set up a recycling opportunity that it be monitored “by appointment only.” Ben agrees. Bill worries that people would use the recycle center as a dump site. Joyce suggests leaving a sign in rental cabins asking folks to take their recyclable materials home. Herb suggests using the Ashford fire station as the recycle site. Kent notes that LeMay is testing out recycling in Lewis County. It may be coming our way. Robert is going to check out what LeMay would be able to do to help us with a recycling program/center. We will revisit this at the March Board meeting.

COMMUNITY WATCH/EMERGENCY MANAGEMENT – Steve Olson

1 – Next meeting is February 24 – last Saturday of the Even months at 10:00AM. Not many people have been in attendance.

2 – PCC generators are all good. Steve checked the generators and propane tanks after the last outage. All looks good. The power outages have been a good test for people to figure out how well they are prepared for cold weather and potential emergencies.

3 – Steve Olson reviewed the current inventory of our emergency shelter items and supplies. Batteries were purchased. Supplies seem to be in good shape. He suggests it would be good to have a Food bucket and first aid kit in all Air B&B’s.

4 - Steve notes the door to the PCC center has been unlocked at times. We all need to double check that the front door is locked!

5 – Fire Department. We received the money for the sale. No other concerns.

6 – Fire was left unattended at a new building. Member doused fire. Fire Department was called. Owner received a letter.

7 – On January 23 or 24 (Bill Balcom will check for correct date) from 9:00AM to Noon there is an emergency response online course. Bill has signed up for it. He would like Ben and Jim to attend as well. Bill will have his laptop and the team can watch the program at the PCC center. Credits are given to all participants. Anyone else is welcome to attend. PCC has an emergency response plan in place.

FINANCE COMMITTEE – Calvin Porter

Calvin Porter reported that the last Finance Committee Meeting (12/15/23) again found no items of concern. The next Finance Committee Meeting is scheduled for 10am on 02/20/24 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) – Robert White/Chuck Mitchell

PCC member notes that there are storage containers on some properties. Member says it seems like PCC is inconsistent with our rule of not having storage containers on a PCC property. The gentleman who has built the “house on wheels” says it is a workspace and no one will be living there. It will not be hooked up to any utilities. Member will take pictures of the properties of concern and share with the board.

2 – Diversion Dam – PCC member is doing a great job managing the diversion dam. The gate valve is working well. When things start to melt, there will be surge of water. Water outlet from the small lake will be increased.

3 – Dog Issues – None

4 – Burn Ban Status – None. Ben notes that on some of the construction sites workers have set fires which have included chemical-soaked wood, which is potentially very dangerous for those in proximity. Board member will contact the builder to see if we can reconcile this issue.

5 – Surface Water Plan from Lewis County – Brett Anderson and Bill Balcom are working to contact the appropriate Public Works resource to re-start movement on the promised culverts, now that Covid-19 restrictions have been lifted.

6 – Geese Problem – Shannon will spray for geese this spring. We need to find the silhouettes of the coyotes and put them out when the geese move back in.

7 – May Board Meeting – Move the meeting to the first Sunday in May, 5th. There will be a barbeque for this meeting.

GOOD OF THE ORDER

1 – Members want to hold some form of memorial in honor of Cecile Roy. Bill will reach out to Martin to see what he is thinking. Jenny Balman also produced a small booklet with some nice photos of Cecile and her family. She can have extra copies made for \$20 each. Bill will check on plaques that would include Cecile and Gene’s names. We would like to eventually have plaques made for all who have served PCC.

2 - Calvin Porter (Treasurer) and Bill Balcom’s (President) Board/officer terms are ending June, 2025. Both men are planning on retiring from the Board. We need to start looking for new members to join. Bill Krause’s resignation resulted in an opening for the Vice President position. Brett Anderson’s departure on 6/30/24 will mean that there is an open position and that

we will still be likely in need of a VP. Discussion about how to let future members understand what their role would be if they took on the board/officer positions.

ADJOURNMENT

With no further issues to discuss, Steve Olson motioned that the meeting be adjourned. The motion was seconded by Chuck Mitchell without opposition. The meeting was therefore adjourned at 3:22pm. The next regular PCC Board Meeting is scheduled for 1pm on March 10, 2024 in the PCC office.

Respectfully submitted,

Joan Williams _____

Date _____

Attest: Bill Balcom, President _____

Date _____