

Chiwawa Communities Association | Chiwawa River Pines  
Board Meeting Minutes  
2651 Cottonwood Lane, Leavenworth, WA 98823  
January 18, 2025

Matt Oaks	President
Judy VanEyck	Vice President
Mandy Stocker	Secretary/Treasurer - Zoom
Roger Thomas	Zoom
Bunk Bunkelman	
Dave Lowrie	
Lance Jones	
Kris Jones	
Bob Barr	

Meeting called to order by Matt Oaks at 10:00 AM  
Approval of previous board meeting minutes:

The November meeting minutes have been approved. Lance calls for motion to approve, Judy seconded. September member meeting minutes were sent out for review, any discussion ... Lance, spelling error. Two/too. Lance makes a motion to approve September meeting minutes, Judy seconded. All approve. Will stay in draft form until members approve.

There are 4 members in attendance Tammy McKee, Brent Richards and Mike Stanford, Mike Segle.

Member Questions / Comments 2 min. each None.

#### Water System Administrator update

Last year water use: 33,167,350 gallons were used and has been filed with the Dept of Health for 2024. Dept of Ecology has changed their reporting, so we are working on that. We have until January 31<sup>st</sup> to submit. Average use was about 80-82,000 gallons per day during new year's week. We are averaging around 44,000/day currently. We had one leak on the homeowner's side of the meter at Bradburns. Back in December, a power level sensor went out at the water tower at midnight Dan got ahold of mission control, they came out and updated it to a radar meter instead of a pressure meter. Because of this change, we

can add 10,000 gallons more water into the tank. They installed it for around \$1,600. This year the water tower will be getting cleaned. The people come drive up from Oregon. Our hope is to have them come in April. Divers go into the tank with a remote vacuum. They pump about 500-1,000 gallons out, clean and inspect the tank. This is done every 5 years. We are shelving the fire hydrant extension for now. We believe it is more important to put the variable drive units in as a priority. Lower Pine Tree also has to be done this year. The goal is to stay around \$25-30,000 this year on these upgrades. We have 38 standpipes left to replace. The power outages that happened over new years eve did not cause any damage for us. He did have to turn on the generators to make sure pumps stayed running. As long as we have the back up generators on, everything is fine. It is important for us to locate a good generator. If we find a good deal, we need to jump on it. Meter reading software is in place but getting it up and running is not going easily. Matt is working on that.

Matt: Brent Richards is hoping to jump in and help. We are excited for this opportunity. His family bought in the 80's, and he and his wife just moved here fulltime. His experience includes water sewage systems, construction, water systems, coordination with WSDOT and other state and federal agencies. Brent does not want to commit yet, but wants to look how he can assist and see if it's a fit, we will reevaluate in 90 days.

Secretary / Treasurer update:

Checking: 15,309.35

Capital Reserves: 20,258.41

(3) 7 MO CD's: 181,718.88 (102,844.45; 52,081.55; 26,792.88)

Savings: 290.52

Mosquito: 3,508.25

Total: 220,794.89

End of year actual numbers- We were \$29,000 off from our goal of capital reserve contribution. The deficit came from a \$24,633 insurance premium increase and \$5,400 to have a well pump replaced. That is a capital reserve product, so the funds came from the reserve account. The overages were necessary.

Invoicing-roughly 80 mailed invoices went out this week. We are continuing to move members to online/paperless. This will be a cost savings.

QuickBooks now accepts debit cards! QuickBooks accounts for the service fee, so we no longer turn on/off the payment option, taking these steps out will be a big time and resource savings for members and Velda.

Website progress: The website is complete, it still has some kinks to work out, but mostly up and running. It has a built-in calendar which is huge for getting important dates out to members. We are in the process of uploading meeting minutes, documents and hopefully (we will know within the week) if the payment information is working and correct as we begin to receive payments through the website. We hope to be able to send out notifications through the website within the week. Our hope is that this will eliminate the problem of spam mailings, multiple sources for members to receive information from us and to simplify the process all the way around. Members can now see all information whenever they want just by logging into their account.

Our next AUP (2024) is scheduled for May.

Before January 15, Member Michelle Brown has agreed to review our 2024 books. The process will begin soon with a goal of being completed by March 1. She plans to give a summary of her findings at the spring meeting.

#### Old Business

Board Comments: none.

Bridge work still waiting on a meet and greet. Brents background will help us have great oversight for this bridgework project.

Swag order- Haglunds has to have 12 items to do an order. Bueler's wanted to order shirts for the entire family. All the same color and logo. We paid Haglunds and she cut us a check for the product order. We will consider integrating ordering from the website.

Snowman contest- Another successful year, more people contributed!

Member comments- none

#### New Business

Dave: We have been receiving comments that we should sell Becker property. It is worth putting on the table. Judy: should we have a long range plan/idea? Matt had a meeting with a design firm in Wenatchee, He would like to consider having them do a vision plan for us. The process of hiring that company is costly. A consideration would be a community member who would like to help fund it. Judy: It would be costly if we want to subdivide out into lots and keep part for the community. Dan: Something to consider; We are only allotted so many water hook ups by the dept of health. We would have to go for new approval. Let's establish a meeting to talk about that specific item since there is so much

interest in this topic. We will work on educating ourselves on this as we need to be fact-based moving forward. Questions tabled for later: Is there anyone in the community who does this type of design work? When is the best time to do a special meeting?

#### Board Comments

Skougstad fee waiver - They had their payment on automatic payment and was unaware that the price had changed last year. They paid what they believed was correct. They did receive their invoice, however, did not notice the price difference. Judy moves that we waive their late fee. Lance seconds. Fee is waived for 2024.

Mandy: Some members do not recall ratifying the budget at the fall meeting. There is also a concern about the jump in dues. How do we continue to inform at a high level? I believe we are above and beyond with communication and still seems like members are not satisfied with the level communication. Are we giving too much information? It is concerning to me as treasurer. With my name behind the financials, I always want members to feel confident they are receiving accurate and all necessary information. Kris: We should put our financials directly on the website so it is always visible. Mandy: I agree.

New members / home sales - no new members or home sales that we are aware of.

Late payment issue - There was a clerical error. A person representing David Hall called and said they were no longer a part of the community. We removed their information out of confusion for another property that was sold. Once we realized the error, we began trying to contact them, with no resolve. We sent a certified letter, which came back to us. We did have to turn off their water and put a door hanger on the door. The caveat, during weather warnings, we will turn the water back on. We do not have any idea what the circumstances are, we just know we can't contact them. Hopefully we will be able to make contact with them soon.

Water Truck: Lance: with the dues going up, it seems poor optics to be replacing the truck at this time. It is obvious that we need a new truck. What is the possibility of getting one under a grant? It's a depreciating asset, so unlikely. Matt has not looked at this year's criteria for grants as we are waiting to find out more about the bridge replacement. Since we have bridgework coming up, we need to make that a priority for receiving grants, we want to make sure that is lockstep for grant approval. Dan, What do you do about a vehicle when there is an emergency? Answer: uses his own vehicle as our truck can't drive in the snow and is not running appropriately. We know that until we get a definition on the bridge work, we should hold off on buying a new truck. However, it has to be replaced. We are not

buying a new truck; it would be a different (used) truck that is appropriate for our climate and needs.

Dan: WSRB our 10-year assessment for fire flow is coming up, it has to do with our insurance. It falls under the fire department. The state comes and does the inspection. It will be happening in March.

Our Mission statement:

Mission, vision, goals and strategies: We are accountable to this process. How do we feel about this? Do we want to adjust our goals? Lance- it all still seems relevant. Kris and Judy think it should stand as is. Highlights of the items we have done towards our mission: The job as president is to lead the goals. Matt has done so in several ways. For vision: we created a partnership with thousand trails, brought in an ADA Sani-can, Bunk is reinvigorating the adopt a highway program successfully with many volunteers. The parade and snowman competition has received great feedback. Media; We created a Facebook page, the website, managed the blog, worked towards creating social media posts, emails and letters to community members. We are consistently seeking member input and bringing it to the board during the meetings. We called or made efforts to reach every single member to ask them to participate in the fall meeting. We always make sure one of us follow up with members who reach out. Dan and Matt attended many conferences to learn more continue to grow in knowledge. We are accounting for savings and tracking funds differently and with more transparency. Found savings in contracting with our bookkeeping service. Made large strides toward establishing electronic communications. Dan and Matt work to get to every water call timely. We purchased and installed a new water sensor that equates to 8 hours a year of less runtime on the pump. We are working on the apprenticeship program and have solicited bids for capital improvements. Even if we don't follow through on each bid, it's necessary to be prepared. Adding the AUP holds us accountable and shows transparency. We did a comprehensive review line by line of our taxes. We hosted the dept of natural resources on site as well as county commissioners to build relationships with federal agencies. We held meetings with Lake Wenatchee Fire and DNR. Lance motions to maintain the mission vision goals for this year and Judy seconds.

Member question Mike Stanford: What size generator is needed up on the hill? Answer: We have a 17.5 currently. A 20K diesel would be ideal. When will 2026 budget come out? We do our reserve study in June, then set the budget based on the reserve study.

Have we investigated a national pooled insurance organization for the water system? No we have not.

Members exit, board moves to executive session.

11:50AM into Executive Session

Out of executive session at 12:25PM

Board sets Feb 22<sup>nd</sup> as the next board meeting, 10:00AM

End of meeting: Dave motions and Lance seconds at 12:26PM.

Meeting minutes taken by Mandy Stocker

A handwritten signature in blue ink, appearing to be 'M. Stocker', with a long horizontal flourish extending to the right.