

Chiwawa Communities Association
Board Meeting Minutes
2651 Cottonwood Lane, Leavenworth, WA 98223
March 22, 2025, 10:00 AM

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

Meeting called to order at 10:01 AM

Approval of previous board meeting minutes: Roger motions to approve, Dave seconds. Approved.

Members in attendance: Tammy Mckee (Zoom), Mike Stanford, Andrea Walheim, Dave Volkman, Sarah Weese, Jim Shortlse, Steve Lott (Zoom), Dan Hogan

Member comments & questions: (pre-statement read by Matt)

Mike Stanford, is this meeting available to members via Zoom? (Matt: Yes.) Mike: Can I ask questions at the end of the agenda? Matt, yes, given the time available. No questions at this time.

Member comments received via mail, email, phone, etc.

Mandy received a text from Ms. Walheim asking when electronic communication members will receive ballots. Ms. Walheim was asked to email in her questions to the Chiwawa email account so they can be officially responded to. Received a phone call from Jeremy Clites asking if Matt is the new water administrator. the answer was no, and there have been no discussions towards that. He asked if they could zoom in for today's meeting, and the answer was yes.

Matt, email: Pederslie asked if Dan would check for leaking service pipes, since they were unavailable to make it over, he did. email: Courtney Clites asked about open board positions. Response: 3 positions are open this spring. Bonnie Misner emailed in on the 2nd of March. She was on a walk and heard a septic alarm going off. Dan went and checked it out. The residence did have a leak and the owners were notified. March 18th. Sarah

Littlefield inquired if we had found the water leak in the system. the response was that Dan did not find anything abnormal, and 6 owners had leaks on their side of the line. Sarah Littlefield emailed asking if the 21st of March meeting could be a Zoom meeting. The response was that the meeting links have been available and up on the website for the past two meetings, and will continue to be up on the website on the calendar. Burke Thomas reached out on the 21st of March that his ballot was not received. the response was that ballots are due to go out between the 21st and 23rd of March. He asked for an electronic copy, so that was sent. Ms. Sonders asked for a ballot. R. Hanzelka questioned about ballots and if we need help knowing how to use the Zoom account for Zoom meetings. The response was the same as the others who requested the same information.

Water System Administrator

Dan: Washington State Regulatory Board (WSRB) conducted its onsite inspection. We provided electronic copies of our data ahead of time. We will receive the report in 30-60 days. Judy: Is that county or state? State. It is mostly helpful for insurance. It is good for personal and community insurance, as we have fire flow (fire hydrants).

Dan Hogan: Are the old perimeter lines still operable?

Dan: Those are our flush stations and are not considered for fire flow.

Water tank cleaning is scheduled for March 24th. It is done every 5 years, we will get a tank report with a video. If anything needs immediate repair, they can do it. Monday will be busy; excavation work will start on Pine Tree. During the spring thaw, we used the meter reading software and detected six home leaks. It read 168 out of 339 meters. We will need to replace batteries. Our agenda for this summer is to replace the batteries. Unknown on the price yet. The computer system saved a lot of time, but still dug up around 250 lids to double-check. Variable drive systems are going in. The pumps will last a lot longer with this change. In April we will do the end of line and fire hydrant flushing and exercise the system valves. Matt and Dan will be attending the emergency planning and procedures class in Wenatchee on April 3rd. The EPA is covering the cost of the conference. We have a lot of water quality testing to accomplish. Six different PFAS in April, and four more in September. We did receive a grant for the PFAS testing kits. We will likely be put on a 3-5 year waiver following these tests. Tests for VOCs and Nitrates are due in April as well. Dickison will do the work for the Pine Tree excavation beginning this week. We are not losing much water, but we do not want to lose any water. The shift in weather and thawing is when the leaks came to light. Once we get in there, we will see what the plan moving forward will be. Cost is unknown as we haven't seen the hole. With repaving and all, likely around \$10-15,000. This project was moved from 2024 to 2025, so this is within the 2025 budget. Consumer Confidence Report for the year is done, the EPA changed the formats for reports, so it is more in-depth than it used to be. It will be changed again in 2027. We will have another sanitary survey likely in 2026.

Andrea Walheim: Was I one of the homes leaking?

Dan: Yes. Holte's, Walheim, old Leopold house, and Willet's have leaks. Anytime the meter moves continuously in 24 hours, it registers as a leak. Some leaks are so slow, you may only be leaking 20-50 gallons a day.

Andrea Walheim: Why does the soda ash machine not get used when you turn on the big well in the summer?

Matt: -Both are overall system questions; we will answer these questions at the end.

Secretary / Treasurer

Cap reserve \$26,260.10

Checking \$36,000

Mosquito \$3,508.54

Savings \$315,829.71

CD \$183,829.58

We set up an investment (CD) account at WAFD bank to keep our money protected under FDIC insurance. We sent out reminder invoices and made phone calls to anyone who had not paid their dues by March 14 in an effort to make sure no one fell under the 10% penalty for late payments. Five members still have not paid, so I will reach out to them again. The Blattman/Steele transaction did not pay the remaining \$250 dues out of escrow. How do we want to proceed? We will discuss it in executive session. Michelle Brown finished her member financial review. She went line by line in accounting, bank statements, invoices, and interest with Velda, Matt, and Mandy. She wrote a report that will be given to community members at the meeting. She enjoyed the experience and offered to assist again next year. We are lucky to have Michelle, Brad Rich, and Sharon Malo, who continually offer assistance.

Matt, Lance, and Bunk all came in and assisted with getting documents out for community mailings since Mandy was out of town. Thanks to all who stepped up and helped! All that is left to go out are the ballots/proxy sheets for electronic communications members. The information is all on the website for review. Each packet costs about \$40 each to mail out to members. We have about 40 members who have not decided which method of communication they prefer. Matt reached out via phone to get a final communication preference from those members.

Old Business:

Matt: More members continue to access the website. About 170 members have accessed the website as of today.

The Consumer Confidence Report (CCR) was posted for viewing online. We will print out separately for mail-only members. We're required to provide a copy to all customers, and by placing it online, it saves us money.

Bridge work update: Dept. of Agriculture was optimistic that there is funding available, Dept. of Ecology, and Dept. of Health are also potential sources. We can start applying once we get a cost assessment from KPFF.

New Business:

Lance: Kim made treats for the meeting. how about we rotate who brings treats to the board meeting? Yes! This will save the community money. Mandy will create a signup sheet after the member meeting to include new board members.

Matt: New member home sales: Pending sale: 2417 salal will close March 31, and new homeowners will not receive their ballot until March 31. That STR license will not continue.

The Thousand Trails flyer is up on the website. We are all set to use their facility again this year. Cost is \$10/day, and members are to check in at the ranger station. This is for community members only. They will be asked for their names and address/lot number.

Member meeting items: Guest speakers scheduled are Commissioner Smith, Director Walters, Erika from the Forest Service, Rep from Cascadia Conservation District, Kris King from Lk. Wenatchee Fire and a representative from Cascade Medical.

There is a possible additional \$10,000 grant for fuels reduction through the county. Looking to fund a large dumpster at CCA and Ponderosa. We also applied for the \$4,000 microgrant.

Matt: The Lake Wenatchee Rec Club Easter egg hunt will be much bigger this year. Ponderosa and other non-profits are providing donations. do we want to provide a monetary donation? Mandy asks for that to be moved to executive session.

Matt: Rumor has it that Local-tel is stopping some landline service. Dan confirmed,

Requests for additional comments:

Mike Stanford: The meter reader is great. While traveling, I saw discs that were the color of the flow on fire hydrants, We should look into it for our community. Also on financials, AR says 49.00, should that be different since we have dues still not in?

Answer: Outstanding balance in AR is not shown in the cash accounting method. It can be seen in the budget vs actual spreadsheet.

Who is the next Secretary?

Answer: No change yet, there will be a change for secretary/treasurer after the spring meeting.

If a member would like to bring snacks to member meetings, they may want to supply treats to the member meeting, which could save us money.

Answer: We will follow up later via email

Andrea Walheim: Why don't we use soda ash anymore? Is it because of dilution?

Dan: Yes, we don't use the cottonwood wells very much. Only 90,000 gallons last year. (The water from the cottonwood wells goes to the water tower and is mixed with chiwawa well water before being distributed)

Move into the Covenants and By-laws question and answer session at 11:04 AM
Andrea Walheim: Can you differentiate the blue and red? Is there a change from the change?

Matt: Which document do you want to talk about, bylaws or covenants?

Andrea Walheim: Covenants.

Matt: There are some changes from our proposal to amend and update since last September. The goal is to update, NOT change, the current Covenants and Bylaws. The items that are different from the September meeting are located within the enforcement section of each document. You will notice bolded words. In the track change versions, if you take that in line with the draft smooth version's you will see that the smooth version reflects the bold words in the track changes. The only areas addressed were in the enforcement section; the same applies to the bylaws.

Andrea Walheim: If we do any additional changes-

Matt: They are not changes, but amendments and updates. The enforcement policy addresses it.

Andrea Walheim: it is a subtle change-

Matt: Disagree, it is not subtle, the intention is to make the document clearer to the reader. Blue, red, or Smooth provides different ways to read the documents to address all members' needs. The continuous updates can get a little wordy, but the document titled "Please Read This First" is meant to be helpful.

Mike Stanford: The Blue, Red, and Lines are working documents.

Matt: We have three documents we bounced off each other: the 1989, 2008, and 2011 versions of the Covenants and Bylaws and WUCIOA.

Dave Volkmann: Should that be noted in the packet that the letter should to be read first?

Matt: We placed the documents in reading order. As a member pulls the papers out of the packet, they would see the documents in order.

Out of Q&A session at 11:19 AM

Into executive session at 11:30 AM

Out of executive session at 12:01 PM

Board moves to pass the hat to donate to the Lake Wenatchee Easter egg hunt.

Board moves to have the Bookkeeper re-engage with escrow to recoup \$250 from Steele/Blatmann sale.

April 26, 9:00 AM board pre-member meeting, community meeting is set for 10:00 AM

Motion to adjourn 12:05 PM Lance motions, Dave seconds; approved

Minutes Taken By Mandy Stocker

