

Chiwawa Communities Association  
10 January 2026  
Board Meeting Minutes  
2561 Cottonwood Lane, Leavenworth WA 98826  
[chiwawariverpines.org](http://chiwawariverpines.org) | (509) 763-4309

Matt Oaks	President
Lance Jones	Vice President
Tammy McKee	Secretary/Treasurer
Dave Lowrie	
Mandy Stocker	
Kris Jones	
Bunk Bunkleman	
Judy VanEyck	(Excused/Absent)
Sonya Kraski	(Zoom)

Meeting called to order at 9:16 AM by Matt Oaks

There were 3 community members in attendance in person: Mike Stanford, Bill Wiggins, and Dave Volkmann (arrived at 9:57 AM). There were 5 community members in attendance via Zoom: Stuart McKee, Keri Von Moos, Andrea Walheim, Janet Alley, and Michael Jarrett.

Lance made a motion to approve the November 2025 meeting minutes, Mandy seconded;  
Approved

### **Water System Administrator Update**

Water use totals down from 2024 largely in part because two major leaks had been addressed and fixed. We were using around 52,000-55,000 gallons/day through holidays and have dropped back down to 33,000 gallons/day (average for this time of year).

We had several power outages within the last month and a half and this created a lot of generator time. The surge protector on the VFD side we added was money well spent –we had major surges and it worked to protect the system. Money to be spent this year will be on the water tower. During the time maintenance is performed Correct Equipment will be putting in pressure transducers. We will be able to run the system during the installation but we will have no storage capacity in the water tank for fire suppression. The process will take approximately 2 days and we will notify the community in advance of the work. At this time we are looking toward an October / November time frame to avoid doing the work during fire season. The pressure transducers will be permanent and will be for future use as well. Other maintenance that will also be done during this time will include a pipe lining, ladder and access hatch. Total project cost is estimated at \$20,000. More information will be provided before the work begins.

In November 2025 we had a large leak on Salal (30,000 gallons/day) and one on Cottonwood that was much smaller and both leaks were repaired.

During the flood water rose close to the top of the well heads but did not submerge them. We are a contained and pressurized system so we were not at risk of contamination. The Cottonwood grid will not go online until May or June and will be flushed as normal and tested before use. Our generator at the water building was flooded, we will dry it out and have it serviced by a certified technician. We are planning to raise it up approximately three additional feet to prevent future damage by flooding.

We bought a new water truck –our previous vehicle was 45 yrs old. We got \$1653 for the old truck at auction and the new truck came to us fairly outfitted and ready for use as it came from another water district in Oregon. The previous water district leased it for 4 years, it has 66,000 miles on it and new tires. We had it inspected by the local Ford service department with no issues found. It should serve the community well for many years to come.

### **Secretary–Treasurer Report**

Checking:	\$3,045.63
Savings:	\$4,039.44
Capital Reserves:	\$13,136.76
Mosquito Fund:	\$1,125.73
CDs at Cashmere:	\$107,561.18
CD at WAFED:	\$250,000

The audit is nearing completion and we should have the results soon after. We are trying to answer the last couple of minor questions the auditor has and would like to answer them for her before we ask for the final results. A great deal of time and care have gone into our record keeping and we would like the audit to reflect that. We withdrew \$36,000 from Capital Reserves to purchase the new water truck. The overage in the (DOH Licencing, Fees, and Permits) category is from the ongoing Water Rights Change submission.

In response to member interest in ordering merchandise featuring our community information, we will be opening an online print-on-demand store to meet this need. A separate checking account will be established at Cashmere Valley Bank for the store in order to keep online store funds separate from our operational checking account and avoid commingling of funds.

### **Old Business**

Matt commented–the Platz’s asked about the legality of adding a fee paid from a property seller in the community that would be applied to our capital reserves account. Matt stated he will reengage with the lawyer this year to gain their counsel regarding this proposition.

Matt addressed a summary of the President/Manager’s to-do list. Items addressed in the discussion included:

- When the audit is complete we’ll have to update our critical / capital assets list
- The bridge is scheduled for 2027 and we will be soon looking into grants/loans for the portion the community will be responsible for.

- Our Water Regulations will be updated soon. Matt asked for the board to review the documents and provide feedback.
- Our Enforcement Policy needs to be updated to be in compliance with our recently updated Bylaws and Covenants. Matt asked the board to review the documents and provide feedback.
- The small parcel of the Becker property between the Stanford and Jones properties. will be sectioned off.
- The large portion of property bordering the river will be known as "Becker Park."
- Sonya Kraski has volunteered to head up the Becker Park committee
- Mr. Arthur has a backflow certificate we are owed. He stated we will be receiving it soon to show compliance.
- Our online bill pay has taken a backseat for now but we will redress the option soon.
- We need to consider how we spread our reserve and regular funds out to maintain our \$250,000 FDIC insurance and may open another account at another bank we are not currently using.
- Matt read a brief message from our attorney addressing our official legal stance
  - “ We presented a monetary offer to settle that was rejected. Ms. Walheim is apparently not interested in mediation unless we address her nonmonetary demands, which are extensive, and many are not feasible or warranted . From our attorney’s perspective, it appears the case will need to be resolved through the courts.”
- We are in the process of legalizing our ™ of our community logos.
- Firewise will be beginning soon.
- Upcoming community projects include regravelling around community buildings, ongoing meter replacement, shelving at the Cottonwood building has been organized tidied up.
- SO5 has some large pines near them that need to be removed for Firewise and well head protection.
- A letter from the DOH is all that is left for our Water change request documents required for the Water Conservancy Board

## **New Business**

Lance stated he saw a sign recently in a public building outlining unacceptable behavior while on the premises. He suggested maybe we have a sign or placard made up to display at our own meetings. Mandy commented she disagreed it would be beneficial and may be more inflammatory than helpful. Discussion ensued to decide whether or not this is necessary. Lance suggested at a minimum have our behavioural expectations statement read at the beginning of a meeting rather than before community comments.

Dave asked whether or not insurance would cover any damage the generator may have endured because of flooding. Matt stated we do not want to tap into it since repairs will most likely not be a large monetary expense. There may also be FEMA funds we may apply for if necessary. More to follow.

Board application submissions will be going out soon. Mandy asked whether or not we could add suggested skillsets that could be beneficial to an individual stepping into a board role. Matt asked if there were particular items we might include (ex. technology experience).

Also addressed, we are still looking for a community manager.

Matt asked the board to review our mission statement and bring any comments or changes we would like addressed to the February board meeting.

### **Member Comments**

email–Sara Littlefield asked if the community would be getting a formal report on the status of our water system and condition of our well heads post flood. Matt did not send a formal community wide response but did respond to her in email stating:

“Ms. Littlefield, admin@chiwawariverpines.org is the correct email to reach Dan and/or the Board. The condition of our wells remains unchanged from before the flood. We will be inspecting supporting components in the coming days and weeks. Initial and recent follow up assessments indicate NO current or potential danger to the drinking water. When wells or the water system is/are impacted, we follow the Department of Health Drinking Water guidelines/regulations and utilize the EPA incident action checklists/ guidelines as appropriate to each circumstance.”

Mike Stanford – He asked who on the board had terms expiring this year (Mandy, Matt, Bunk). He stated he also agreed that no signs be present at meetings but the behavioral expectations statement be read at the beginning of a meeting. He asked when dues would be due. Matt stated per the RCWs they will be due 30 days from the date statements are sent out. He then asked if the generator had been submerged and had water in it and it was stated water does not seem to be in it and that it will be checked out to make sure it is operational. He then stated adding qualifications to board submissions may discourage some people and it would all come down to how they are worded.

Matt presented the vendor quotes for cameras that would be used to survey our well heads and water system. DOH will pay for cameras up to \$10,000. After discussing the vendors and their quotes it was decided that Sherpas would be awarded the contract. DOH will only cover the cost of cameras directly surveying the well heads. If we would like cameras outside of our buildings or by our water tank we will have to pay for them out of community funds. Mandy made a motion to contract with Sherpas for our camera system, Kris seconded the motion. There were no further comments from board or community members and no opposition. Motion passed.

Adjourn regular meeting and enter executive session 10:50AM To discuss outstanding dues payments, Mr Arthur's Backflow test, and current legal status

Re-enter regular session at 11:15 AM

There were no action items requiring a vote from the executive session.

Kris made a motion to adjourn the regular meeting, Sonya seconded

Meeting adjourned at 11:16 AM

Meeting minutes taken by Tamara McKee

