

**Sun Vista/Sunlight Beach
Home Owners Association
Board of Directors Meeting
October 15, 2011**

Board Members Present: Tom Kraft, Sharon Vanderslice, Bill Countner, Boyd Benson, Bob Winquist, Bob Brown, Karen Johnson, Joel Shrut.

Secretary's Report: Minutes of the July board meeting were approved previously by email. The PO Box for the HOA will be changed to Freeland for convenience of pick up of mail.

Treasurer's Report: The HOA has \$70,563.48 in checking and savings accounts. Accounts receivable total \$5,051.43. Only one hook up is seriously overdue and that individual has been sent the first notice. A second notice will be following shortly and the standard procedure followed if the bill remains unpaid. Total income to date is \$35,662.30 and expenses to date are \$26,821.56. Some landscaping fees will be incurred this quarter and the water operator's fees have increased slightly with the new contract. The state is advising all water systems to account for depreciation and amortization. Our system operates at a loss when these items are figured in. This is an issue for the rate structure committee to consider.

Committee Reports:

Finance: The finance committee is considering dropping the amount of water covered by the standard quarterly payment from 3,500 to 3,000 cubic feet. In accordance with the 6 year budget which was approved by the membership at the June 2011 Annual Membership Meeting, the quarterly connection fee will increase to \$75. The depreciation and amortization schedule needs to be considered in planning the budget for the next 6 Year Budget to be presented to the membership. To date an HOA member has not been found to audit the financial statement books. A note will be included with the fourth quarter mailing asking for a volunteer to do it.

Operations Committee: Bids from two different companies for relining tank # 2 were reviewed. According to the contractors, this would extend the life of that reservoir for 50 to 60 years. It was recommended that the lid to the tank also be cleaned and lined to prevent bacteria getting into the water. The difference between the products used by the two companies is the thickness and flexibility of the liners. Although there have been health concerns regarding the polyurea chemicals in the liners, however the EPA and State Department of Health-Drinking Water approves this application as a standard practice within the industry, in the United States.

Motion: The board approved the expenditure to have Cascade Industries reline tank # 2 and its lid by a vote of 7 to 1.

The propane tank can be moved closer to the well house and still be within the boundaries of our easement and it can be moved without draining it. The concrete

platform it sits on will be moved at the same time. A trench connecting it to the generator will be dug prior to the moving. A fence will then be built around the tank and the generator and the tank will be painted to blend with the landscaping. Bids for construction of a cover for the generator were reviewed. The low bid by Planetary Maintenance Co. was approved.

Our water operator has recommended an off island person to do the pump cleaning. The intertie connection has been identified at the bottom of the hill as well as one behind the Sunlight Beach Water Company. It is currently turned off, but should be checked two times during the summer to be sure that it remains so. The installer of the generator has been identified and will be contacted to see if he will test it to make sure it functions properly. Annual inspection and servicing of the generator will be added to the calendar.

An appointment is scheduled with a landscaping company to discuss installation of plants to mask tanks and fencing. For the purpose of low maintenance, the landscaping contractor is focusing on drought resistant and dwarf varieties of the plants. A water line will need to be stubbed in to lots 31 and 32 when the owner is ready to build. The fire department will provide blue road reflectors to indicate the location of fire hydrants at night, as well as the glue to install them. The operations committee will handle the installation.

Compliance Committee: The Small Water System Management Guide is in the process of being completed.

A Cross Control Connection program is required by the state to isolate certain plumbing fixtures such as hot tubs to prevent contamination of the system due to back flow. This is accomplished by installation of a back flow device on the property owner's side of the meter or an air gap device. A yearly inspection is required to ensure that it is functioning properly. A survey of property owners in 2008 indicated 22 properties with fixtures that might cause contamination. This survey needs to be updated and the results given to our water operator to evaluate what needs to be done to put each owner who has such fixtures in compliance with state regulations. A resolution to enforce compliance is already in our system's Rules and Regulations which is posted on the Web site. A new survey form will be sent out to the membership.

Conservation Committee: The water conservation program to reduce each household's usage by 5 gallons a day will be evaluated at the end of the year. The response of members to the questionnaire asking them to update emergency call numbers has been good and the information has been put in a data base. The questionnaire will be sent out again next year.

Old Business: In developing a Wellhead Protection Plan, the delineation of the protected areas has been accomplished, including the zones of protection, map and susceptibility survey. Yet to be done is an inventory of potential contaminants and emergency plans, an incident response process and a contingency plan for adequate water supply in an emergency. Hiring a consultant to do this would be costly. It can be done at no cost by

Dave Tysz of Evergreen Rural Water of Washington, but his availability is limited as he serves the entire state. Our system is on his "To Do" list, but it will probably be spring before he is able to begin. He will write our Wellhead Protection Plan and give advice on emergency procedures.

New Business: Concern was expressed regarding the impact on our aquifer by Diking District 1's pumping project which is lowering the water level in the wetlands. This needs to be determined by a hydrologist who has expertise in salt water intrusion problems. The availability and cost of such a person will be looked into.

The need to analyze past well logs and to continue in the future on a quarterly basis was discussed.

Strategies for development of a calendar were discussed.

Winter vacation plans of board members necessitating some members to participate in board meetings by phone were discussed.

A new board member to replace Stephanie Ryan who resigned is being recruited.

The BOD will consult with the State DOH-DW to determine the exact number of hook ups allowed. Our most current system map is dated 2008. The BOD will follow up with the state regarding this issue and if a more recent map of our service area can be obtained.

Adjournment: The meeting was adjourned at 12:37 p.m. The next meeting will be February 11, 2012.

Submitted by:
Sharon Vanderslice
Secretary