

HMC Management Board Meeting Minutes

April 11, 2015

Call to Order: Gary Wanzong called the meeting to order at 10:00 AM.

Roll Call: Gary Wanzong, President Co-Treasurer; Janet Podell, Vice-President; Pat Zazzo, Co-Secretary; Dianne DeGood, Co-Secretary; Mike Graham Co-Treasurer; Claudia Ellsworth, Island Manager (IM).

Gary announced that Board members would be recording the meeting for the purpose of completing the minutes. A Member is also recording.

Previous HMC Management Board Meeting Minutes: Gary moved to approve the January 2015 HMC Management Board meeting minutes. Motion carried.

Correspondence:

- Someone interested in living on Herron Island requested information about the cost of utilities, assessments, and other living expenses on Herron Island.
- Letter received from Guy Allen, Fire District 16 Chief regarding recruitment of volunteer firefighters for Herron Island.
- Email from a Member about the Ferry being out during the ramp painting.
- Email from a Member concerning upcoming class on the Law and HOA's.
- Email from a Member thanking Claudia for the extensive Manager's Report in March.
- Email from a Member inquiring about golf carts on the Island side ferry dock during the ramp painting ferry car service interruption.
- Email from a Member inquiring about the gravel that was delivered.
- Letter regarding exemption from Shoreline Management Act Substantial Development Permit requirement.
- Letter asking for access to the Island.
- Email from Member asking that the Tansy and Weed killer recipe be put on the website.

Because it relates to communication, Gary stated that permitting updates received for the Ramp Painting project will be posted on the website.

Finance: Gary moved to pay the bills for the HMC Management General Fund and HMC Water Department as presented. Motion carried

Gary made a motion to move \$40,000 out of the Roads Reserve to the General Fund in order to pay the bills generated by the purchase and delivery of gravel. Motion carried.

Key Bank requires activity on our CD account to keep it active and avoid it being turned over to unclaimed accounts. Carolyn, Office Manager, suggested that \$25 of interest be moved every three years from the CD to the General Fund.

Gary made a motion to move \$25 of interest out of the CD account to the General Fund every three years. Motion carried.

Gary reported that the 2015/2016 budget is close to being complete and will be sent to the Board. Gary explained that the budget line items will be cleaned up and will no longer show items that are obsolete. There is no Finance Committee Meetings scheduled.

The 2013/2014 Audit arrived but has a couple of errors so it is going back to the Auditor for correction. When corrected and approved the Audit will be posted on the website.

Administration: See the Island Manager's report for the full report of Administration issues.

Reserve Study: Results now posted on the website.

Water Operations: Charles Smith reporting: A lot of work was done in preparation for the road grading. Valves cans in the roads are currently exposed. The blue flags on the road are to alert the driver of the grader to the presence of a valve can so that the grader avoids them. Hydrants have been flushed. Everything working to standards. Sampling was done on Wednesday and report will be back Monday. Every ten years the reservoir is required to be cleaned. We are at that point now and the cleaning is expected to happen soon.

Some Members have been concerned that contamination of pump station lot is happening because of the piles of soil deposited on the lot and the driving that is taking place at the site. Charles reports that the soil temporarily deposited at the pump station is not from the roads and poses no contamination threat. The limited driving that takes place also poses

no contamination threat. Government regulations are being strictly followed. Judy Greinke reported that at the beginning of the Water Distribution project letters were sent to the Members whose property is near the pump station stressing that they were not to contaminate the ground.

HMC wells are 220' and 240' deep and are well into the aquifer at 200'. For comparison, the wells on Anderson and Fox Island are 80' to 90' deep. Anderson Island will be replacing their wells and setting them at a level of 150'.

Water Committee: Judy Greinke reporting: The funds for the cleaning of the reservoir are in the HMC Water reserves. This expenditure will be \$2500 and the work will be done soon. The water billing presentation will take place at 1:30 pm today. Sample water bills will be provided. Members not in attendance will be receiving their sample bills when the current water bills are sent out May 1.

Fire Department Liaison: Replacement pagers have been given to the crew since the old ones were no longer being supported. Fire District 16 no longer does First Aid training so private entities will be hired for future ferry crew training.

Land Use: Realtor signs cannot be posted on HMC property or trees. Members need to advise their agents. Nails left in trees are a danger when trees are later trimmed.

Emergency Preparedness: Mike Shettlesworth reporting: Emergency Preparedness Committee asks that four areas on Herron Island be designated as "emergency assembly points". These locations are areas that have little tree canopy and fuel for wildfires. As much as possible they are located evenly around the Island. Fire District 16 welcomes this effort to identify areas where pockets of people will be in the event of a wildfire or other emergency. Orange balls for the overhead wires on the perimeter of Goodpastor Park for aid to navigation for the helicopters was discussed.

Parks: Tracy Anspach reporting: Tracy thanked everyone that helped install the docks. Volunteers are requested for the installation of the swings and finishing the fence project. A work party will take place at 10 am on Thursday the 16th. Logs need to be moved at the N Beach when the weather dries up. Work continues on the sport court. Striping and installation of nets and stenciling for pickle ball and basketball will happen soon. Discussion took place about the bolts that need replacing on the small docks. Volunteers are needed to serve on the Parks Committee as well as participate in the work parties.

- A Member offered to clean off the ramp to the small docks.

Our lawn service provider is out on medical leave and alternative short-term remedies were discussed.

It's time to order the summer Honey Buckets.

- A Member reported that Members who have large numbers of guests can set up a rental Honey Bucket delivery of their own and dovetail delivery with the service dates of HMC facilities in order to save the delivery cost. Information for setting this up will be included in the Beachcomber.

Roads: Jack Wells and Charles Smith reporting: Jack Wells stated that grading exposed more existing gravel as gravel was pulled from the sides of the road back into the center. The new gravel is smaller which will serve us better due to packing down better. Member concerns that there is a lot of sand in the gravel were put to rest as it was explained by Charles that the sandy looking material is what was on the bottom of the pile on the barge and was dumped on the pile last. If a shovel were put into the gravel pile, no sand would be found on the inside of the pile. Charles also explained the process of the project, the difference between grading and crowning, and that the single-lane road will be worked with a backhoe rather than the grader due to the difficulty of navigating large equipment on the road. Graveling will likely start Monday as soon as the loader returns. Areas that didn't receive gravel the last time gravel was delivered will be done first this time. Volunteers who helped with the grading project were thanked.

Gary Wanzong reported that two engineers and the contractor doing the grading confirm that the type of gravel HMC purchased is the correct gravel. The gravel came from CalPortland in Du Pont, WA.

Ferry and Ramp Painting: Calls for bids for the Ramp Painting will be advertised in the Daily Journal of Commerce April 20, 27, and possibly May 4. It will also be posted on the Daily Journal of Commerce website. When the call for bids is posted, our engineer will send HMC a link or a copy of the document and it will be put on the HMC website under the Ramps tab. The HMC engineer reports that contractors that do these types of projects are very busy currently. HMC is getting the word out broadly to attract as many bidders as possible. The bid opening is set for May 22. The engineer will help with the selection process. May 11th there will be a pre-proposal meeting on the Island for contractors to ask questions and take a look at the project.

- Captain John expressed concern that the start date was too close to Labor Day and that Members would be crowded by the quick start of the project. Claudia explained that the actual start date can be negotiated with the contractor once the contractor is selected. Also, the initial work of staging and mobilization will take approximately a week so the interrupted ferry service will not start immediately.

- A Member suggested that steps be taken to help our mainland neighbors with the commotion caused by the Ramp Painting project and through further discussion it was suggested that they be notified beforehand and thanked for their patience. If signage is used, a generic sign will be chosen that can be used again during the Dolphin Replacement project.

Security personnel for the mainland parking lot continues to be discussed. Anyone interested in being an unarmed security guard 10 pm to 6 am daily at least weekdays is asked to contact Claudia. Local law enforcement will be notified and given permission to question persons observed in the HMC parking lot.

Dolphins: Mike Graham reported: It was discovered that piles previously drilled were set 65' deep for the ferry landing and no problems were encountered which is very encouraging. There is a possibility that the much of the dolphin replacement work can be done while the ferry is in service. Exact length of the project won't be known until the contract bids are in.

There is a Special Membership meeting to be held today at 1:25 pm to officially notify the Membership of the application for a USDA loan. This is not a commitment to get a USDA loan. This is an opportunity to provide further funding choices and a very low interest rate should a loan be in the best interest of HMC and its Members. A full vote of the Membership will be taken if the loan is to be pursued.

Technology: No report.

B.O.O.S.T.E.R.S: There is a Potluck tonight at 6 pm. Summer activities will be discussed at the meeting. Sweatshirt designs are being voted on as well.

Beachcomber: All articles for the Beachcomber are due by 5 pm, Wednesday, April 15.

Rumor Control/New Business: A Health Dept. visit to property on the Island was discussed.

Executive Session: None.

Since there was no further business, Gary moved that we adjourn the meeting. Motion carried.

Respectfully submitted,

Pat Zazzo, Recording Secretary