

HMC Management Board Meeting Minutes

June 13, 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 taping the meeting as well.

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

Correspondence:

- A delinquent Member asked about access to the Island. He was informed about the Ferry Access Policy and decided not to proceed.
- Members asked that an email go out to notify the Membership that a lot of fawns had been born and caution was needed when driving on the Island.
- A Member asked about building a fence along a dangerous cliff beside the road.
- The Employment Security Dept. sent a letter requesting information.
- A letter was received from a Member thanking the Office staff and the Board for their hard work.
- Offers to buy the old lawn mower were received and the mower was awarded to the highest bidder.
- A request from Fire Chief Guy Allen to speak briefly about the upcoming Levy at the July Board Meeting was received.
- A Member emailed to suggest that a special meeting to address the ferry outage during the ramp painting project be held.
- Notice that the State is re-imposing a petroleum tax July 1, from APP.
- The QuickBooks folks sent a notice of liability shift for credit card fraud.

Finance: Gary moved to pay the bills for the HMC Management General Fund and HMC Water Department as presented. With no further discussion motion carried.

Ferry revenue had been down a bit but HMC is on target with the General Accounts budget. Gary will meet with Judy Greinke to go over the Water Department budget but from initial inspection, that looks to be on target as well. The good weather is bringing folks out and the Ferry revenue is up about 6% since Memorial Day.

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

Water Operations: Claudia reported in Charles' absence. A proposed fee change for emergency service is being included with the proposed 2015/2016 fee schedule to more closely reflect mainland prices for plumber services. Only 6 Members are on the water leak list. See Claudia for information about the leak list.

Water Committee: Judy Greinke reported: By July 1, HMC has to produce a Water Use Efficiency Report. This report tells the State how many gallons were pumped and how many gallons were distributed. Leakage through the system is less than 1% which is phenomenal efficiency. HMC also has to renew the conservation goal every six years. Current reduction goal is set at 5% and reduction in lost water due to the new system puts HMC well above the 5%. With the old system 11 million gallons were pumped per year. The new system pumps 7.5 million gallons per year. Backflow testing is to be done soon for those six Members who have backflow valves requiring annual inspection. The Consumer Confidence report will be coming out soon. This report advises the Membership of the quality of the water which is excellent.

Fire Department Liaison: Fire hydrants are being painted. There will be different colored hydrants. The color of each hydrant reflects the fire flow (water pressure) at that hydrant. There is a reason for these different colors so please don't see this as permission to paint the hydrant adjacent to your property.

Land use: With Board approval, a license agreement will be given to Members who requested permission to put a fence on HMC right of way for the purpose of keeping traffic away from a dangerous cliff. This license agreement gives Members permission to use the property in this way but retains complete ownership by HMC. There are several license agreements with HMC Members. If you have need of a similar agreement they are pretty easy to execute so please see Claudia. The Board unanimously approved this license agreement.

A Motion was made by Dianne DeGood to grant a license agreement to Mike and Judy Gage to construct a fence on the HMC right of way. Motion carried.

FYI: The Pierce County Noxious Weed Officer was recently on the Island and letters will be going out soon to those whose property has Tansy on it.

Emergency Preparedness: Committee on summer hiatus. Bi-monthly meetings will commence with the September 12 meeting. Security on the Mainland during the interruption of ferry service was discussed. Mike Shettlesworth reported that motion sensitive lights are recommended. Temporary fencing can be installed but will reduce available parking so that may not be a good solution. Claudia stated that HMC may be able to get permission from Pierce County to park on the right of way for this limited timeframe. There was much discussion on this topic. Highlights below:

- A Member requested that the Membership be informed about the types of problems that occur in parking lot.
- A Member asked about the possibility of having a password protected 'Members Only' tab on the website so that the whole world would not be able to read the notices to the Membership about long term ferry outages.
- There was discussion of the need for parking for the walk-on passengers while the ferry is out of service. Several options are being considered.
- A Member reiterated an earlier request that a crew of volunteers be organized to provide a security presence on the Mainland. No one has stepped up to volunteer or to organize a crew.
- A Member expressed concern about contractor materials being stored at the top of ferry road and making the corner dangerous.
- A Member suggested that the contractor provide shipping containers for their materials.
- It was stated that Walk-on passenger rates will remain the same during the ferry service interruption.

Many details of the Ramp Painting Project are yet to be ironed out.

Ferry and Ramp Painting: Three bids were received. The highest bid was \$579,000, the second was \$329,000, and the third was \$277,000. Lowest bidder was Massana Construction whose bid was accepted. Total dollar for the project is \$333,000 with engineering costs. Price of the project and length of time of the project were the two main considerations for selection of the contractor. Massana is the contractor who did the water distribution project for HMC. Anticipated duration of the project is 35 days. This project is highly weather dependent. There will be two five-day periods when the ferry will be totally shut down. The first is scheduled to be Sept 14 through 18. The second five-day shutdown is scheduled the following Monday to Friday the 21st through the 25th. Regular ferry service should be operating on the 12th and 13th of September while the contractor is setting up equipment and materials.

Gary explained that two engineering firms anticipated that the price of the ramp painting would cost approximately 212,000. Actual costs came in significantly higher and the Member approved Special Assessment is not sufficient to cover the complete cost. The additional monies required (\$156 per Member) have been added to the proposed 2015/2016 budget. Members may make monthly deposits to their HMC accounts in order to ease the impact of large assessments.

- The Special Assessment and Budget line item for the Ramp Painting were discussed at length.
- A Member encouraged Members to contribute monthly to the HMC accounts to soften the impact of large assessment.
- Members expressed concern about whether or not the contractor would be able to stay on schedule given there were issues with the duration of the Water Distribution Project which was done by this same contractor.
- Members questioned details of the contracts (liquidated damages, penalties, incentives, delays caused by weather, engineering oversight, etc.)
- A Member stated that a Burn Ban should be established while the ferry is not carrying vehicles. Another Member asked that the Membership be informed in advance about any possible Burn Ban.
- It was stated that the Fire Department will bring their spare ambulance to the North Beach during the project.

Many Ramp Painting project details are currently being hammered out. The Board is working hard to get the best outcome possible.

Parks: Tracy Anspach reporting: Maintenance is being done on the gangway to the small docks. Screws were added and none of the boards were bad. We should be purchasing 25 gal worth of stain for next season. Keeping pins are missing on the docks and will be purchased. A reserve needs to be established for repair of the natural barrier where land at the North Beach is eroding. Details are being investigated as to what HMC are legally allowed to do at that site. The gates at the ball court need to be finished and then the ball court project will be complete. Tracy asked for volunteers.

Jack Wells may be retiring and a person needs step in to his position of mowing and using the weed eater. Timbers around the Community Center can be used as border at the head of the South Beach trail to discourage traffic on the trail.

- Two Kayak racks are installed at the North Beach. A third rack is coming.
- Members were encouraged to secure HMC stickers on their kayaks.
- Logs from the trees taken down at North Beach can be used for part of the repair of the natural barrier.
- Stencils need to be repainted to mark the loading/unloading zone on the dock.
- Claudia stated that Charles may have any necessary nuts and bolts at the pump station.

Roads: Jack Wells reporting: Roads are pretty much finished. The remaining 10 to 15 yards of rock will go into the storage area before the Fourth of July weekend. Culverts will be replaced in three places. Roads cleanup party is scheduled for July 18th. More information will be forthcoming.

- Members requested additional rock for Fir Lane and other locations.
- A Member complimented the road work.
- A couple of areas will require additional grading.

Rules: No outstanding complaints.

Ferry operations: A revised low-tide ferry schedule for July 1 on is now available. There are 115 timbers on each ramp. These timbers are pressure treated, weigh 175 lbs., and are 10' long, 12' wide and 6" deep. If you want any of these timbers you may check with the contractor. HMC is not going to negotiate the disposal of these timbers as the contractor is responsible for this expense. If Members take the timbers, they are asked to please not put them near the water.

Dolphin Replacement Project: Claudia reporting: HMC cannot go forward with USDA funding until engineering and soils reports are in. There is no concern that HMC would not qualify for a USDA loan. The contract with design engineers should be ready next month. First Aid/CPR training has been given to the crew.

B.O.O.S.T.E.R.S: Booster's Potluck and meeting tonight at 6 pm. Everyone is welcome. Preparing for Fourth of July weekend.

Beachcomber: Must submit articles by Wednesday, 5 pm, June 17 for the June issue.

Old Business/New Business/Rumor Control

- The Employment Security Department wanted Board Members' Social Security numbers. After much wrangling, the Employment Security Department has realized that HMC Board Members are not employees.
- Our yearly Audit is very clean every year. We don't have audit findings. HMC's auditor begins with reading the Board meeting minutes for every month of the year and then goes through every bill and every line item in the accounts. HMC has a clean, honest operation that the Membership can be proud of.
- A potential standby captain is training. One standby captain is working as a deckhand for the Washington State Ferry and is unable to be at our disposal. The other is frequently out of the country.
- There was additional discussion of the Ramp Painting Project specifically of the replacement of all timbers on the ramp. Gary explained that the replacement costs were not hugely significant as the labor involved with removing all the timbers for painting was being done anyway. The engineers had advised that all timbers be replaced.
- A Member appreciated how many Members were in attendance and for the polite atmosphere. Another Member thanked the Board and the office for the complete and thorough communication that is being sent out.

Ballot Counting Volunteers are: Mark Anderson, Andy Thompson, Ferd Reichlin, Bob Garcia, Lisa McCormack, Sue Pottorff.

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

Respectfully submitted,

Pat Zazzo, Recording Secretary

