

## **HMC Management Board Meeting Minutes (March 8, 2008)**

**Call to Order:** Fred Fath called the meeting to order at 10:00 AM.

**Roll Call:** Fred Fath, President/Treasurer; Kathryn Deuster, Vice President, Janet Podell, Secretary; Mike Shettlesworth, Member at Large, John Dolan, Member at Large and Doug Allen, Island Manager.

**Previous Board Meeting Minutes:** Janet Podell made a motion to accept the February '08 meeting minutes. Motion carried.

**Correspondence:** Seven pieces of correspondence were received during the month. Each was discussed as their topics arose.

### **Finance:**

- Fred Fath and Carolyn Snyder met with the Island Accountant to set up a new chart of accounts that modifies the process for funding Reserves. This was done to accommodate various methods of funding and depleting the reserve accounts. The new chart of accounts is now set up which will make it easier to track department expenditures.
- Current expenditures are in line with the budget plan. Revenues are below the plan for ferry fees which is to be expected this early in the budget year.
- **Kathy Deuster made a motion to pay this month's bills as submitted. Motion carried.**
- Budget cycle planning for this year is approaching and Fred will call a meeting of the Finance Committee to begin the process in the next few weeks.
- Discussion occurred relative to some new expenses that need to be considered for different departments. These will be addressed in detail during the budget planning process.

See Island Manager's written report for additional details of the following areas.

### **Administration:**

- Milt Cutler requested that he pay the ferry fees for all people coming over to attend the remembrance event for his wife Carol. The IM requested that he provide a letter stating his intent to pay these fees and that he provide a list of proposed people expected to come over on the ferry for the event. Milt agreed to these conditions but as of the time of this writing the list had not been received by the office.

- A recommendation was made that a maximum of \$2.00 in coins be accepted for payment of a ferry fee. This is resulting from a member who twice paid their ferry fees in pennies. The small coins totaled \$60 which took the island office manager over three hours to count and roll before the bank would accept them. Also, a note will be included in the Beachcomber advising members of this new requirement. **John Dolan made a motion to accept this recommendation. Motion carried.**
- We are close to being able to accept credit cards for payment of assessments and other HMC items (i.e ferry passes, etc.). The Board still needs to decide if a credit card fee will be imposed to offset administrative costs.
- AFLAC insurance is now in place and available to employees who wish to add this coverage to their insurance package.

#### **Legal:**

- A letter from our Land Use attorney was sent to a member for recent illegal tree cutting on island property. A rules violation will be written and clean up costs will be imposed.
- A request for an update on the status of the delinquent Rucks property was made by a Board member. It was stated that recent attempts to locate Mr. Rucks have been unsuccessful.
- Mark Anderson (HMC land use attorney) indicated that he is familiar with Collections activity if HMC ever needed those services of his firm.

#### **Land Use:**

- A bid was received by Viking fence for split rail fencing along the south boundary of the Nature Park. The bid seemed quite expensive so alternative methods of installing the fence were discussed. If a vehicle-mounted auger was available it would be easier to install the fence posts and less expensive for HMC. It was recommended that a report consolidating our options be prepared for Board consideration.
- It was reported that an unsafe tree on that property (Maple tree close to the fence area) is beginning to bud out for the year and it would be a benefit if we could have the tree removed prior to installing the fence.
- Kathy Deuster met with Rick Gonzales regarding the trimming of some overhanging trees near his property. She reported that his request seemed reasonable but she further requested that she be present when the cutting happens.
- Mark Anderson asked about the proposed hand rail to be installed on the South Beach trail. He stated that it borders his property and he would be

willing to share in the cost of this effort. It was suggested that he get in touch with the Parks Chair but John Farris was available to speak on behalf of the Parks Committee.

- Pierce County sent a notice of a Wetland Variance request made by a member for his properties on Yew and Madrona Blvd to permit him to build on property currently bordered by wetlands. This property is bordered by HMC owned land and it is not known at this time whether there would be any impact to HMC property. It was recommended that HMC participate in a County Variance Hearing to better understand any impact that may occur if construction were to be permitted. (Could HMC land be affected by diverting of water from the wetland?) The Board agreed to let Pierce County do their job and make any determination affecting surrounding property.

### **Transportation:**

- Associated Petroleum is working on an alternate fueling plan that would exempt us from the excessive fees that are currently being imposed by the Dept. of Ecology relative to over-the-water fueling of the ferry. Spill containment will be key to the alternate plan along with proposed methods that will be required for spill cleanup should fuel ever spill into the water. The law puts the onus on Associated Petroleum to come up with a viable plan. An exemption from these fees would result in significant savings to HMC since the fees amount to \$900 for every re-fueling of the ferry which occurs approximately every three weeks.
- Doug Allen has requested additional reserves be apportioned for the next ferry dry dock activity to include a new pilot house ladder and new shaft tubes. The dolphins are also in need of repair and should have funding identified for those repairs. Doug will inquire about proposed costs for these expenses. Fred Fath requested a proposed dollar range for budget planning purposes.
- Kathy Deuster asked about the plan to cover the island generator. This is a work party activity that will be scheduled in the upcoming weeks.

### **Rules & Regulations:**

- No report from Rules Chairman

### **Emergency Preparedness:**

- An island member has offered to give us their unused radios for emergency purposes.
- Still waiting for Fire Dept. defibrillator approval. Carol Crowley will check again on Monday.
- The Emergency Preparedness Committee is planning to meet once all members have recovered from seasonal illnesses.

- A permanent ban on outdoor burning recently passed by Pierce County will go into effect July 1, 2008. It was reported (but not confirmed) that this only affects large commercial burns (such as HMC's annual burn) but does not affect private individuals. The last HMC annual burn will occur in May before the ban takes effect.

#### **Water:**

- The Water Committee presented a written report to the Board requesting that some work be authorized immediately to bring our current water system into compliance with State Efficiency Rules. It was recently found that our ability to accurately identify water use (and leakage) through current production/source meters was out of compliance with State standards. The meters need to be repaired or replaced. They further requested that work commence supporting activities associated with a new water system. These additional requests generated questions from the Board about how they fit in with the planned options report we wish to take forward to the membership.
- Fred Fath inquired about the status of the Committee's original plan to develop a two-part plan outlining the different options associated with retaining ownership or outsourcing our water system. He suggested taking the information developed to date to allow the Board to develop a description of our two options which can be taken forward to the membership. It was noted by a Committee member that a third option is now on the table since Washington Water is interested in bidding on the project. With the enormous volume of information collected to date, it was decided that a special meeting of the Board and the Water Committee was needed to share all of the information that the Committee has collected to date and co-develop a plan to move the project to its next logical phase. This meeting is scheduled for Thursday, March 20<sup>th</sup> at the Community Center. All Board members indicated their ability to attend.
- The Board agreed to the Water Committee's recommendation for bringing us into compliance with State regulations. The Board further agreed that Scott Schultz should be authorized (up to a maximum of 10 hours of labor cost) to begin locating all current water connections on the island. **Mike Shettlesworth made a motion to approve these authorizations. Motion carried.** The remainder of the Committee's recommendations from the written report were deferred until after the joint meeting with the Board on March 20<sup>th</sup>.

#### **Parks:**

- A letter was received from the Parks Committee concerning rubberized materials in the playground area. A member expressed concern about possible leaching of toxic materials into the ground. The letter invited the affected party to come forward with alternate recommendations.
- Fencing Goodpastor Park was discussed to prevent vehicles from being able to drive on the field. The Parks Committee recommended using cut

logs to prevent vehicles from driving on the park grounds. **Janet Podell made a motion to proceed with this plan. Motion carried.**

- There is a plan to install storage and a stage at the Rose McGinn pavilion – This is notification for the Board.
- There is a work party scheduled for park maintenance on April 19th. The docks-in party will be at 9:00 AM on April 25<sup>th</sup>.
- The Board authorized \$500 expenditure for Dick Mowry to repair damage to outfall erosion control at North Beach. Following that, further review will be conducted to determine any additional repairs that may need to occur.

**Roads:**

- Dick Mowry reported that approx. 1000 tons of gravel has been laid on the island roads since receipt of the barged and trucked gravel.
- Al Moren indicated that the flex line from the pump at North Beach which feeds the water truck needs to be replaced. The original 2" line has too much friction to allow the pump to effectively do the job. He is recommending the installation of ABS line and will get some cost estimates for the Board's consideration.

**Old Business:** None

**New Business:** None

**Boosters:**

- Work was finished on staining the storage cabinets in the Community Center. It was agreed that they look beautiful.

**Beachcomber:**

- The next Beachcomber will be the March issue. Inputs are required electronically no later than 5:00 PM on Wed. Mar. 12, 2008. The Beachcomber Editor is [beachcomber@herronisland.org](mailto:beachcomber@herronisland.org).

**Adjournment: Janet Podell made a motion to adjourn the meeting. Motion carried.**

Respectfully submitted,

Janet Podell  
Secretary