

**HMC Management Board Meeting Minutes
September 8, 2012**

Call to Order: Mark Anderson called the meeting to order at 10:00 AM.

Roll Call: Mark Anderson, President; Janet Podell, Vice-President; Dianne DeGood, Secretary; Pat Zazzo, Treasurer; Sherri Anderson, Member at Large. Claudia Ellsworth, Island Manager. [IM]

Mark announced that Board members would be recording the meeting for the purpose of completing the minutes.

Previous HMC Board Meeting Minutes: Mark Anderson moved to approve the August 11, 2012 HMC Management Board meeting minutes. Motion carried.

Correspondence: There were four items of correspondence:

- USDA Outlay Report #6 for the Water Construction approving payment of \$181,943.78
- Email from Member regarding the use of the small boat docks, stating it should be available also for those who want to fish and catch crabs
- Email from mainland resident regarding Ferry
- Email from Member regarding Dark Sky Rule

The Board received additional emails from:

- A Member about updating Bylaws to eliminate old outhouses, using volunteer hours in place of monetary fines for breaking rules, and addressing the open perk holes around the Island.
- A Member about distributing the last of the free dirt and adding some to the hillside at North Beach to even out the slope so that grass can be planted.
- A Member about an emergency where the emergency crew did not know where to go once they arrived on the Island.
- A Member about feeding the deer and attracting large herds
- A Member about expanding the time for the Saturday night noise ban.
- A Member about dirt being dumped on his property and he plans to keep it.
- The Roads Committee Chairman on advantages of repairing truck
- A Member concerning the dust

Finance: Pat Zazzo reported that we are in good shape financially. The Ferry fees were projected to be at \$170,000 at this time and we are at \$171,000. The bills to be paid this month seem quite high. The bill from Quigg Bros for replacing the mainland terminal cable and timbers was \$17,000 and the mainland security camera was \$2,500. The work for the ADA parking pad is included with the bills this month, but will not be paid until the work is completed.

Judy Greinke pointed out that we are charging the construction crew Ferry fees and that this additional ridership is one reason the Ferry fees are up right now.

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

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

Mainland parking security: Sherri Anderson reported that Nate from NW Audio will be out either Thursday or Friday of this next week. The project should be completed before the Ferry goes out for dry dock inspections. As soon as it is installed they will let the Sheriff's Department know about it and a new sign will also be placed at the dock.

Water System Project:

- We received a letter from the USDA approving another payment. The Water Project is currently running under budget. Our obligation of funds is now at \$1.8 million of the \$2.3 million we requested. Barring any unforeseen circumstances, we expect to complete the Project under budget. The Board has approved several change orders along the way, such as upgrading the pipe, the gate at the well site and upgrading the meters.

- Because of the weather conditions in June and initial problems in getting some of the final permits, the Board is being asked to extend the completion of the project another 30 days with no impact to cost. Another change order will be a small storage shed at the well site and removal of a large fir tree on West Herron Blvd. There will also have to be a culvert put in across East Herron near the Jensen and Ray properties. Before the lines can be hooked up to individual properties, the lines will have to be flushed to clean out the pipes. Then a purity test will have to be done to make sure everything is safe. They are planning on working during the dry dock period and will come over every morning by boat. There will be adequate resources on the island so they can work and make the deadline.
- A Member asked if the current water supply is being chlorinated. It was stated that they have been adding chlorine for the last two weeks at a rate of two times a day. It was started the Tuesday before Labor Day weekend. Readings are taken regularly and when the level gets down to .1 then more has to be added. During the holiday weekend there were more people and more water consumption, so they had to take more samples and add more chlorine.
- Another Member asked about making the Amendments to the contract and whether it will make the costs go up since they are extending the time. The Island Manager assured them that we are only extending the time for the unexpected things that came up, but not adding to the costs.
- Dana Gruber gave another presentation of some material being installed and described how the meters will be seated in the ground. They will be placed in a black box on a bed of rock to deter the moles and other creatures from digging in the box. Once the cover is placed on the box, a meter reader can go by with the electronic wand and read the meter. The boxes will be visible at ground level, but will be on an easement area of HMC Management. It is possible that there may still be debris in the pipe even after many flushes. Members are advised to first run water at an outside faucet and let any debris wash out before it gets into the pipes and plumbing in the house. It is also advisable to be careful when mowing or working around the area where the meters are installed. Some of the dirt will settle and the cover could be high enough to hit with a mower, causing damage.
- The water valves will be marked so that if there is a problem, they can identify where there nearest shut-off is located. Every valve location will be marked with warning tape. The eight inch pipe will have the shut-off down 32" to eight feet deep and the others will be about 18" deep. There will also be air vacs located throughout the system to release the bubbles and air in the pipe.
- Jester Purtteman has put together a complete map of the Island Water System. It will be added to the "As Built" documentation that is compiled about the construction. All this will be available in the HMC office for future use if needed.

ADA Restroom: The restroom is nearly completed through the volunteer efforts of Andy Anderson and Steve Kramer.

ADA Parking: The ADA Parking needs additional work such as the striping and marking once the concrete has cured.

A-133 Audit: Requested documents have been forwarded to the Auditor.

Fire Department Liaison: The Fire District has arranged training on driving the Fire Truck on September 22nd. We need additional drivers, so interested volunteers should contact the Island Manager.

Land Use: There are four Members interested in purchasing some of the HMC lots listed on the July 13 ballot.

Emergency Preparedness: Pierce County has suspended all work on the Mitigation Plans for the duration of the Taylor Bridge Fire. Mike Shettlesworth reported that it has been difficult getting Members to attend the meetings, but hoping that they can start up again this fall.

Parks:

- Judy Greinke had a group of Members help repair the swings at the North Beach. Mike Shettlesworth made some minor repairs to the dock at North Beach. And before the end of the fiscal year the Parks Committee is planning to replace the swings at Goodpastor Park and install an extra swing for both Goodpastor Park and North Beach. This will be done before the end of the month.
- The Dock Removal work party is scheduled for Saturday October 13th starting at noon. There will be a potluck dinner in conjunction with the BOOSTERS following at 4:30 p.m.
- Andy Anderson has been hired to fill the Parks Department job vacated by Jack Wells who is now volunteering his time as Chairman of the Roads Committee.

Roads Committee:

- Jack Wells reported that the water truck has been repaired and we should have a final bill next week. There have been some tree problems along some of the roadways. The Island Manager had TreeResource, a company with an arborist

, come out and evaluate four trees. In one case the recommended removal of a tree, but it was not a high priority. The one that was a high priority was one that was encroaching around a Member's drainfield. The other tree is on East Herron Blvd. It is a Maple with two stems that go over the roadway. The arborist suggested to save the tree but cut back on the stems and branches.

- The Roads Committee is looking for a place to stockpile several loads of rock. The Water System Contractor will be here until October and the end of the fiscal year is coming very shortly at the end of September.

Rules: The Rules are with the Board and the plan is to get a copy of the revisions published on the web site for Members comments before the Board approves. Once the Board approves the Rules they will have to be approved by a Membership vote.

Ferry:

- The Ferry will go out for Dry Dock and inspections following the Noon run on September 23rd. The white boards, website and email notifications will be updated to report return status. Also, during this time, some Engines and Transmission suppliers will visit to provide installation proposals. It has been pretty much narrowed down to two different firms. Another issue to consider is a price increase of approximately 3% scheduled to occur at the first of the year, and we believe that the manufacturers cost may change. The only way to lock a firm price is to buy it now. The suppliers Captain John has worked with have been very cooperative, considering we are planning so far out.
- Andy Anderson has been trained as a Standby Deck Hand.

Legal Liaison:

- There are currently 11 delinquencies and eight are with the attorney. During the last month the Board has been working on a written Policy for managing Delinquencies. The Policy statement provides guidelines but leaves discretion with the Board for extenuating circumstances. A Member asked about having a security deposit for a delinquent account and using it as a trust account for that particular Member and asked when the money can be returned. The Island Manager explained that at this time there is no program or schedule in place. The security deposit will be used against future delinquencies and there will be some discretion used in returning the funds. This procedure has been used before, however unless they have been delinquent, Members have not been aware of it. Another Member asked about a situation where a member has passed away and the family doesn't have authorized access because of a delinquency to get the property ready for selling and can't get. Mark Anderson explained that in those cases the Board could exercise flexibility.
- **Mark Anderson moved to approve the adoption of the Policy for the Collection of Delinquent Assessments. With no further discussion the motion passed.**

B.O.O.S.T.E.R.S: Janet Podell reported that Labor Day weekend went well. There are still calendars available. The next meeting will be October 13. She pointed out the new insulated garage doors on the community building were completed with funds from the B.O.O.S.T.E.R.S. The next project improvement project selected by the BOOSTER members will be the installation of French Doors in the back of the building leading out to the covered patio. The next BOOSTERS meeting will be a Potluck in conjunction with the dock removal. The meeting will start at 4:30 p.m. Someone suggested adding an Octoberfest theme to this event. It was suggested that the Boosters decide on this later.

Beachcomber: All items for the next Beachcomber should be sent electronically to the Editor no later than 5:00 p.m. Wednesday, September 12. The next issue will be the September issue.

Rumor Control/Membership Questions:

- A Member stated that another Member on the Island had received a notice from Pierce County saying that she had Tansy on her property when she didn't. She phoned the County and was told not worry about it. The Member asked why we let these county officials on the Ferry if they don't know what they are doing. Many times they are unfamiliar with property lines. Another Member described a personal experience he had with County personnel regarding Tansy. Two months later they were going to prosecute him for not removing his Tansy (which he didn't have). He went to court and the judge ruled in his favor, but the following year the County put a lien on his property. He advised members to be vigilant about the status of their property if the County Tansy Board has communicated with them about Tansy on their property.
- **New Business:** Sherri Anderson brought up a suggestion for the holiday weekend Ferry schedule. She suggested that on the first two days (Friday and Saturday) when the Ferry has to shuttle back to the mainland and has an empty load, the Captain could use some discretion in allowing trailers on the Ferry to leave the island. And then reverse the rule on Sunday and Monday if the same conditions apply. The Captain could use his discretion if there are no cars waiting

and the Ferry has room. After some discussion it was decided to turn this over to the Island Manager and the Ferry Crew Members for their input.

Executive Session: The Board met in an Executive Session to discuss current member delinquencies, real property and potential litigation. It was decided to work with the island attorney on both of these matters. The Board concurred that in the event of a full cash offer on HMC properties for sale, that HMC would bear the necessary closing costs.

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

Respectfully submitted,

Dianne DeGood, Recording Secretary