

Pine Forest Board MEETING MINUTES

September 5, 2015

PRESENT: Kim Walter, Kent Hitch, Heather Dean, and Brad Sawtell

(Lyn Frisch and Anne Fox attended via phone)

Meeting started 1:00 PM

Minutes read and approved from last meeting

TREASURER REPORT: Kent presented the QuickBooks Online system he has been using for Pine Forest. He has gone back to 2002 to review Pine Forest's books, some items were deposited or listed in unusual places, and he will attempt to be more consistent.

Currently have \$84,473.88 in checking account, \$54,590.92 in a reserve fund held as a CD and \$6,500.23 in building deposit savings account.

Expenses year to date:

Forest Health \$49,615.00

Snow Plowing \$23,122.00

Management \$20,000.00

Building deposits \$6,500.00 (these are refunded)

17 members have not paid their dues for this year. 11 members were invoiced incorrectly. A late fee will be applied October 1, 2015. All affected owners will be notified.

Reasons for non-payment varied. A recently purchased home's dues were not paid by the escrow company; Kent is following up on this and working with the new owners. Lot 144 has not paid dues, only water fees. Lot 54/55 paid this year's dues, but not last year's dues.

*Board agreed to charging late fees and to develop a protocol for late fees.

TIMBER SALE: Our proposal is to Bill is to suggest to Bill that he becomes a subcontractor under Saul, which would cover any potential liability issues. Brad thinks he can convince Bill to do that. It is doubtful that the logging can begin this month because the continuing fire activity keeps a lot of the potential contractors from bidding on our job. This is because they need to

do a thorough on site analysis of the job and many are too busy with the fires to do that. Brad and Bill are however confident that we can still get the logging done before the end of the year. Loggers actually prefer a little snow on the ground because that can minimize damage to the ground.

FIREWISE:

A. Introductory Web Page. We will post an introduction to Firewise on the website.

B. Application. We are ready to submit our application for Firewisedesignation. We agreed to use the number of owners in demonstrating that we have met the required annual Firewise expenditure of \$2 per capita. (This year, we have far exceeded that requirement.) Pine Forest's planned Firewise actions include education & outreach, improving defensible space on individual lots, fuel reduction throughout the community, and improving emergency notification, egress, and access.

C. Defensible Space. We will post & mail checklists of Firewise defensible space actions, as well as sample maps of defensible space prepared to facilitate use of the checklists. Heather can prepare such a map for any lot owner who so requests.

D. Community Fuel Reduction.

1. Timber Sale. We have received 81-signed releases for the timber sale fuel reduction activity, & decided to proceed. Although prices for timber are somewhat low right now, the board agreed that continuing to build on the community's momentum toward fire risk abatement was a good reason not to delay the sale. Upon finalization of our agreement with Bill Berrigan, he will proceed to obtain bids for the timber. There may be a bit of a delay in getting bids because many area-logging contractors are still out fighting fires. We will also need to ensure that Bill is comfortable with the wording of the release. We are hoping that being identified, as a subcontractor to Brothers will suffice. The board received a suggestion to provide lot owners with receipts for the value of the timber removed from their property to use in claiming a tax deduction for donating that value to the association, but do not believe that it actually qualifies as such.

2. Ladder Fuel Reduction. The board hopes to fund additional ladder fuel reduction efforts with proceeds from the timber sale. The Firewise committee has identified pros & cons of the approach used for slash in the recent effort (i.e., chipping). Based on concern over harboring detrimental insects in & malicious or accidental ignition of community burn or chip piles, the board decided to continue with chipping of slash on individual lots & dispersal of the chips, but will advise lot owners of the need to ensure that the chips are, indeed, dispersed in a thin layer, so they don't kill underlying vegetation & don't serve as fuel themselves.

3. Fire Breaks. *The board decided not to include the creation of firebreaks around the perimeter of the neighborhood among the priorities for the next year, focusing instead on community fuel reduction & defensible space efforts.

4. Neighboring Properties. * For similar reasons, the board decided not to prioritize working with adjoining property owners on fuel reduction efforts this year.

E. Emergency Notification:

1. E-mail Directory. In light of some concerns raised over the recent use of the e-mail directory to provide updates on the Twisp River fire following the evacuation notice by a small number of members, the board is discussing how best to utilize the email list.

2. Notification of Evacuation: After reviewing the communications that occurred at the time of the recent Level 3 evacuation, the *board took the Firewise Committee's recommendations to design a phone tree to be implemented by Kent & to acquire for each Pine Forest house an air horn to be sounded only in the event of an evacuation. Heather will lead these two efforts.

F. Emergency Egress:

1. Upper Route. The *board accepted the Firewise Committee's recommendation to coordinate with the USFS about using the Pine Forest ski &/or reservoir access trails as an official emergency egress route from Pine Forest. This effort will involve not only determining the level of approval needed, if any, but also what improvements are necessary for the route, if any, & what regular maintenance activities will be needed. We will also coordinate with MVSTA & Sun Mountain Lodge. (I believe Jim Wurzer wants to lead this effort.)

2. Signage. We will pursue determining how best to notify evacuees of the emergency egress routes & any special instructions for using them, which may include some signage. (I believe Lynn Lewicki has volunteered to lead this effort.)

G. Emergency Access.

1. Road & Driveway Accessibility. *The board accepted the Firewise Committee's recommendation to engage OCFD6 in conducting an assessment of the accessibility of Pine Forest roads & driveways for emergency vehicles, to include recommendations for improvements, at least some of which we may be able to fund with timber sale proceeds. This project would include providing some sort of "Firewise" sign at the entrance to driveways that are not fully visible, but meet the necessary standards, to reduce delays associated with firefighters having to scout them prior to entering with emergency vehicles.

2. Address Signs. The* board agreed to purchase the OCFD6-recommended blue 911 address signs for properties that still do not have them. Brad will lead this effort & will coordinate with OCFD6 as to whether they would prefer all properties to have the signs or just those with structures. He will also coordinate with the Architectural Committee & ensure that we have 911 addresses for all of the properties involved. Unless the owner identifies a preferred location, we will place the signs within the road right-of-way.

H. Community Fire Response. The* board decided not to make acquisition of "fire carts" at standpipes a priority for the next year, preferring instead to focus on fuel reduction & improving defensible space & evacuation.

REFUSE CENTER: The board discussed how to respond to a member's letter not supporting the idea of a refuse center. The majority of Pine Forest members seem to support the idea of building a new garbage/recycle facility. This will be presented again at next year's membership meeting. We do not have the funds/resources to build this year, but the *board decided to pursue next year. The board will ask Robin Nuffort and Peter Lewicki to review our by-laws to evaluate whether we can do a one-time assessment to raise funds for this project.

-

WATER SYSTEM: Water System Upgrade. Related to fire response, but more so to the community's size, we will very soon need to comply with additional requirements on our water system (i.e., once we have 90 hook-ups, which is only one more than we currently have). Will use timber sale monies for this consultation. Will need to add flow meters at every connection. Purchase generators for power outages, and lot 144 needs power to push water up to the home. As a result, the* board agreed to hire a consultant to assess the system & advise us on needed upgrades.

PINE FOREST DONATION TO FIRE FIGHTERS FUND: The board supported Deb Dahrling's Face book-based efforts to organize community donations to the Wildland Firefighter Foundation in the names of the fallen & injured Twisp River firefighters & will post information about making a donation to that or other organizations on the Pine Forest website. However, due to concerns about preserving membership in the e-mail directory for emergency notification purposes, the board decided not to share information about the donation effort via that medium.

MANAGERS REPORT :

New Signs

- Installed
- Speed and Road name

Water System

- All is well
- Radio batteries replaced
- State paperwork is in
- Broken meters replaced
- When to pay for new hookup

Continuing Education in November

Internet

- Century Link

Sugar Pine Road

- OCEC
- Schedule date

Garbage

- Clips
- Boxes

Bill's Email

I cannot submit a cutting permit application until I have a list of the participating landowners. Kent said he would provide such a list. We all have been distracted by the fire emergency, but until we get a permit-nothing will move forward. Also, in the agreement that folks signed, there is mention of "hold harmless" for Brothers Fire, LLC, but needs to be changed, since my firm and subcontractors need to be included. I will be talking with Saul for a portion of the project, but I need to be covered. Fire salvage work will make getting the wood sold and a contractor(s) scheduled much more difficult. Contractors that are interested are still working on fires; so, it will be a while before I can get them to look at it. At least we have some 'fuel reduction' on the forest service lands--just not done the way one would prefer!!

"Manager" Agreement/Water Manager Agreement

- One year has passed
- Neighborhood connection/Increased communication
- Hours: J=62, F=48, M=118, A=137, M=162, J=191, J=189, A=135