

Pine Forest Board Meeting September 14, 2021

Done by Zoom

Board members in attendance: Robin Jeffers, Jim Rogers, Helen Storey, Bill Ellis and Jim Wurzer

Owners in attendance: Doug Wolfe, Peter McComas, Deb Dahrling, Chris Bellas, Byron and Pam Massey, Judy Nevins, Lynn Frisch, Jan and Jim Klosterman

The minutes of the June 16, 2021 Board meeting were approved unanimously.

Community Forum

The meeting minutes from the most Communications and Community Engagement Committee were shared on the PF web page. Helen invited any owner listening to comment. Chris Bellas had two comments to share. The first is her concern about thefts in Pine Forest. They had a chainsaw stolen from their shed. They have been told by authorities that thefts occur in Pine Forest and she was not aware of such happening. She is asking for a method of communication to inform owners of such instances. Helen noted that some owners are sharing such information on Facebook. But that all owners do not use Facebook. More communication tools are an active area of discussion for us.

Chris said that their internet connection in Pine Forest is sometimes poor and they are not able to participate in the Zoom meetings of the Board. She said the RCW requires that owners have access to such meetings. Deb Dahrling and others noted that one can use their phone connection to listen to the board meetings. All you need to do is call one of the phone numbers listed in the Zoom invitation for participation.

Video Recordings of Board Meetings

Helen said the Communications Committee recommends that the Board meetings be recorded by video. Zoom has the capability to do such. Jim asked if the Committee knew of the capability to store the space on a server to do accomplish this? Helen said the logistics of recording can be figured out in the in the next few weeks. Robin thought that Dropbox is tied to cloud storage and could handle it. Bill wanted to know how long the recordings would be kept. He suggested a year. **The Board voted to record future meetings by a vote of three approvals, one negative vote by JR and an abstention by Bill.** The Board asked the Communications Committee to try and figure out how to record the meetings in a manageable way.

The meeting was recorded from the start. Notice of such was given automatically to participants prior to them joining the meeting.

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Treasurer's Report

Heather asked if the Board had any questions on the report information. Heather had earlier submitted documents explaining the impact of the cost of repairing the water system. Jim asked Heather about \$9,829.27 that was set aside for any cost overruns in the 2021/22 Budget. He wanted to make sure he understood the reference to the amount intended to pay for the water leak on N. Blackjack amongst other unexpected costs.

Reserve Study

JR, with the help of Bill, worked on entities that could perform a Reserve Study for PF. JR had contacted three firms. He asked them to provide bids on a Study. Reserve Studies involve an initial review of the finances. Subsequent follow-up reviews are completed. These studies are mandated by RCW 64.90.545 "Reserve Study" for Homeowner Associations, RCW 64.90. **JR's [update](#) on the Study is posted separately along with any [committee reports](#).** JR and Bill will further review the three proposals and provide a recommendation to the Board on which one to accept.

Water System Repair

Bill reported that the cost of three water system issues will exceed the \$10,000 in our water system contingency fund. They are an extension of a water line to a new house (\$5,900), a repair to a leak on the leaky N. Blackjack water line (\$4,000 to \$8,000) and an electrical upgrade to the outdated electrical system in the midstation pump house on Umbrella Pine (\$23,300). **A [Water Report 9/13/21](#) is included with these minutes which details this work. The Board voted unanimously to proceed with the work.**

Paying for Water System Repair

There are two ways to pay for the aforementioned Water System repairs. Use money budgeted for other things or a special assessment. All of the Board members agreed that taking money away from other areas, e.g., from the reserve fund and the contingency road fund which is mostly allocated to removing tree stumps complicating snow removal, was not a good idea. The sense of the Board is that PF's budget in past five years has been really tight and that too many things that needed to be done are sacrificed for unplanned/emergent situations. **The [spreadsheet](#) is posted separately.**

Kent Hitch suggested that PF refinance the water system loan to include this work. JR said he had contacted Mike Copeland from Washington state (director of budget Strategies and forecasting Loan Underwriter-and Contracts manager Financial Services Budget Strategies and forecasting Washington state Department of Health).

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Mike informed us that we could not restructure our 1% Loan. The local North Cascades Bank Loan officers Kelly and her supervisor John concluded that they would not loan money to a Home Owners Association. Other loan alternatives from their bank would require people to offer their homes as collateral which is an unlikely scenario. These costs need to be paid for rather quickly and there is no indication that any lending programs would be willing to deal with a loan of this type.

Therefor the Board unanimously decided to do a one-time assessment of \$225 to pay for this necessary work.

Voting on Assessment

The Covenants and state law require a vote by the owners to approve an assessment. All owners will be notified of the voting process and timeframe for it. Robin said Survey Monkey has been used to register votes in the past and will be used for this assessment. The Board has set up **two dates to answer by Zoom any owner questions the assessment**. Those dates/times are:

Sunday, September 26, at 5 pm and Monday, September 27, at 7 pm. Both by Zoom, the contact information to be sent in the future.

The voting period for the assessment will be in September, the time of which is to be determined.

Firewise/Forest Health Committee

Heather provided a synopsis of the [Committee report](#) which is posted separately.

(There are a number of topics covered and owners are encouraged to read the report.)

One of the issues that occurred during the Cedar Creek fire was that the owners watered their property to protect it from fire. This activity stressed the water system. Heather researched information on what firefighting entities recommend when fire threatens homes. They say not to wet down their property and let them decide what water resources they need. Firefighters might need to tap into the system reservoirs and then decide where best to use the water. Homeowners should have their water and hoses available for them to use.

A subcommittee of the Firewise group is working with DNR and the Forest Service on the best way to repair the lines bulldozed in PF to fight the fire.

Next Board meeting

The Board will meet on November 17, 2021. The Board members' schedules were not specific enough to decide on which date.

Jim Wurzer, Board Secretary