

Mountain Shadows HOA Board Meeting

Minutes 8-17-17

Meeting called to order by President Scott Brown at 10:00am

In Attendance: Board Members: Scott Brown, Stacy Perryman, Judy Hardman, Ellen Bush, Jim Sipple. Guests: Christine Clark, George Simpson (Water Master), Linda Ruppel, Bob Seal, Janet and Joe Hofstra, Thor Oden, Tony Rangus, Cherry Van Cour.

M (Ellen), **S** (Stacy), **P** to approve agenda.

Financial Report (Judy Hardman): All members of the HOA are current on their dues. \$23,000 in checking, \$30,700 in CDs (backup for major issues). Questions about the process of collecting HOA dues; is there a penalty for late payment? Yes. Scott asked if the dues information could be put on the website. Ellen asked about the normal process of reporting to the Board. Can there be a report about the percentage of budget spent be shown? Can a quarterly profit/loss be given? Totals are important but it would be helpful to know how we are doing quarterly. Judy explained that most months have relatively consistent expenses, but some expenses (water testing and snow removal for example) are seasonal. George says that this will be an expensive month for Analytical Labs since he will be doing ALL the major testing for the year.

Eclipse Update (Brown): Large signs have been placed on traffic posts, at the main entrance, plus a Summerwind barrier. Discussed how a chain was considered but it might hinder emergency vehicles. Stacy thanked the crew who put up the signs, etc. Asked about the entrance from Middlefork. Scott emailed Paul Shepherd about placing a log across that entrance but hasn't heard back so Scott might pull a log across the road. Jim asked about the easement vs. ownership of that road down to the wells and the property where the wells are placed. The road is an easement. Well land is Hellhake-owned. Jim asked about the driveway/road to Phase 4. Explanation that that road has a gate; there is another forestry road that is public. All signs are reusable and will be taken down after the Eclipse. Recommend that all individual signs be removed.

Website Update (Perryman): Lance Price is creating the website. Stacy asked what the Board would like added to the website. Cost: Lance will donate his time to maintain it or teach members of the Board to update. Under \$100 a year for hosting, etc. Minutes, Announcements, Architectural documents, Consumer Confidence Report, CCRs, phone numbers of fire dept, phone, utilities, can all be added. Since it is open to everyone, for security reasons we must be careful of what personal information we put on the website. There will be a "Contact Us" tab with an email address. Can forward it to another email address if needed. Cherry commented that it is a very good idea. Nice to have all the information in one place. Stacy will send the generic shell to anyone interested in seeing the mock. Adrienne Brown designed logo and donated her time, Linda Ruppel donated pictures. Larry Hellhake emailed us confirming that the logo is not copyrighted and we can use it. Cherry asked if parts of the website can be accessible only to the membership. Stacy says that option would be part of the "care and feeding" of the website and there is a cost (either financial or time). Judy said that we really appreciate the time and effort Lance has put into helping the subdivision. Will be sending a thank you note. Don't want to overload him. Stacy asked if there is anything that we send out by mail that we can put on the website to save money. Judy: Nothing other than the legal requirements for liens, etc. Ellen suggests that we start without encryption aspects.

MOTION: M (Scott) to activate the website and pay for domain name and hosting site **S** (Judy); **MSP**

WATER UPDATE: George announced that we had two positive "hits" on Coliform (non-pathogenic). DEQ asked that we take an upstream sample and a downstream sample. Level 1 assessment. George believes that the positives are because of type of bibs at the sample sites. Suggests that we take samples within the subdivision at places that are not homes because the types of bibs normally found in homes... he will find another sites. The threads, etc., in bibs in homes collect bacteria. Jim asked for a copy of the report. He will send out to the rest of the Board. Thor asks if heating the bibs would help. If anyone has a water filtration system, etc, it can cause positive hits. Frost-frees are not a good source. Meter is in at the Clinic. Lead copper samples next week. Lead copper fixtures

tend to leech into water if the water is acidic. Tony asked about cleaning of storage tanks. George: We are supposed to inspect every three years. One way is to drain water, clean/scrub, etc. A second method is to have a diver go into the water. Tony: if we do clean them, what is the risk of doing it. Does it just swish around any bacteria? George said that we also don't have exterior cathodic protection. Tony: is it possible to add cathodic protection without stopping water to the subdivision? George will work on all the answers. Ellen would like a list of recommendations and a prioritized list at next meeting. Jim has a list of priorities and will add anything we talked about today. Judy thanks Jim for his extraordinary efforts on communication about water. Ellen asks if the following are the top three issues: Cathodic protection. Locate blowouts. Tank inspection. George agrees those are the top three issues. George can test tanks with equipment from his propane business. Cherry asked if we are currently in compliance. George: Yes, we just need to do the tank inspection. There would be no fines if we demonstrate that we plan to work on that issue. George says DEQ just appreciates communication. They know that small water systems try to do their best. Jim: The DEQ appreciates due diligence.

Judy: if we receive a letter from DEQ about a problem, we follow the directive. If it is just something that it can be handled with Water Master, we do not send out information to all members but we are required to send out a notice immediately if we get an e-coli notice or if there is a break in the system. **VERY IMPORTANT THAT IF THERE IS A BREAK IN THE DISTRIBUTION SYSTEM, WE MUST IMMEDIATELY CONTACT GEORGE and keep pressure in the system.**

Update on water usage. Jim started by asking for a consensus on water shares. He recommends that if people own multiple lots, they have multiple shares. The amount of water used would be the mean over the total number of lots. **M** (Jim) Approve the concept of water shares for water usage per lot. **S** (Stacy). Scott would like us to first clarify what the well system is permitted for... Is it "domestic," with no irrigation or ?? Jim states that the governmental agencies seem to feel that the important thing is how much water is used, not how it is used according to the Department of Water Resources license report. It says that the diversion is the important thing. Domestic use shown to include irrigation for a half-acre. Our system designation was changed at a certain point after a field

survey and then referred to as a municipal system which Jim believes reinforces that it no longer talks about HOW the water would be used.

Bottom line, as long as we are overusing (over 274 gal per day) it is a problem for our infrastructure. Still need to review more literature. Stacy: do we believe that we have anyone in the subdivision who will be charged for overage? Yes, there may be some that continue to choose to have overages. Judy asks Water Committee to look at various proposals for water usage. Jim says that peak demand may be the most important number. He is trying to work on that. Tony: a water fee would be a punitive issue. Judy disagrees. The money would go to the emergency fund for water emergencies. The extra fees charged would go offset the extra stress on the infrastructure. Leaks have been a problem over time. It has helped to have the monitoring. It would help more to have a fee schedule that would give the encouragement to fix leaks. Judy: it is important that any proposal includes that if someone is consistently under and then has a big jump, there should be a way to inform and allow to correct before a financial fee. Linda asked what the well/pump can produce. Jim says that the Dept of Water Resources document can tell us. Scott: pumps running at 10 to 12 hours a day. Scott: that means we are using over 50% of our capacity. We are using above what we should be at this point (based upon the number of houses built. Bob Seal disagrees with the numbers. Jim: lots of numbers out there; he is still going through them. Scott is asking to table the motion. No second. Judy calls for question. 4-0-1 **MSP** to approve the concept of water shares for water usage per lot.

Next factor is figuring out what is going on with the off-site users. We are still not able to monitor everything. There is a single meter that goes down to all the off-site users that was put in about a year ago. Now have one at the ambulance shed, Semmel, and medical office. Wade has not responded to letters about putting in a meter but we can use subtraction to get his usage (total coming down the hill minus amount going to clinic, ambulance, and Semels). Jim explained that there is also a stub that goes to the street level of Wade's property from the ambulance shed. Judy thinks we should close up that stub off the ambulance shed. Janet asked if Semel is a business or a private owner. Private. Thor: Is the ambulance on MSHOA lot? No.

Jim is also concerned that he is still finding meters that we didn't even know about. That situation could have a major impact on all the information that we are collecting. Could impact peak demand, etc. So, Jim is not comfortable talking about fee schedule yet. Linda asked what the amount the offsite users pay. Judy: it is now \$300 per year, per share. Ellen would like to go back to the stub off ambulance shed. Thor, we probably have to check with ambulance (Garden Valley Fire District) for approval to turn stub off. Judy: since the ambulance shed has changed hands, the fire department may not know anything about the water going through their meter to Wade. The water should be used on the property it was given to... Judy will follow up with a discussion with John Duvall (Fire Dept) informing him of the stub. Scott: asks Jim if we have enough information to accurately assess water use. Jim, yes. Cherry said that it does not appear that the water usage matches with the numbers. Jim: sometimes yes, sometimes no. There is always loss and a "fudge factor". Ellen asked that we pull the discussion together but wants again to thank Jim. We will talk to John Duvall and have the next meter readings for next meeting.

EDGE PROJECT (Perryman)

Right now the project set for three phases. The developer keeps changing things in each phase so he has to keep going back to Zoning and Planning. Army Corps of Engineers questioned the sewage disposal system and has not given their approval. Now it appears they have to go under the river to the property across from the property. Will have a public meeting for each phase. One problem is that they keep upping the capacity. They started with a capacity of 30 to 40, now up to 80, so there is an obvious concern about watershed, etc. Right now, no permit. Now no store, no gas pumps at road. Store now moved toward the middle of the property. Developers want two ways in and two ways out. Probably won't be approved. Ellen asked about the process at Planning and Zoning. Stacy is comfortable with it, especially with Rosemary Koenig on the Committee. Ellen asked how meetings are announced. At least three methods. Posted, Idaho World, internet. Stacy will be attending each meeting.

FRONTIER: (Hardman)

Box is at the corner of Blue Shadow and Creek Hollow but no real information about when it goes "live". Tony: Can we contact Frontier to ask if they are going

to put bollards in front of the box so that the snow removal doesn't take it out. Judy will call and include that concern along with other issues. She will also ask about if it is working now or when it will go live.

COMPLAINT FORM

Ellen requested that we change the name of the form. Background: Judy: we looked online and found a lot of complaint forms but each have issues. Would like to submit to the Committee a form that would put some responsibility on the people who are making the complaint. Due to time constraints, a draft was submitted to the Board for consideration at the next meeting. Stacy: commented that talking to each other is necessary before sending the Board a concern. In terms of anonymous or not, we must be accountable by NOT being anonymous. "Don't just drop a bomb and walk away." Once approved by the Board, it should be on the website. Can be filled out online and returned or can be printed and the hardcopy can be mailed or delivered.

ANNUAL MEETING PROPOSAL

There is a need to follow up on a proposal Ralph made at the Annual Meeting. Original proposal was that the Treasurer could not write a check for over \$10,000 without approval of the entire membership. Judy explained how this could be a problem. She talked to Ralph after the meeting to get clarification. He wanted to make sure that the Board could not borrow money over time without approval of the membership. Does not want just 5 people to have the ability approve a long-term loan. Judy would like to write something up and take it back to Ralph and Belinda Pond (who volunteered at the Annual Meeting to help craft a proposal). Jim asked if the CCRs address this issue. There is nothing in CCRs that address this issue.

PUBLIC COMMENT

Tony again thanked Jim for all his work. He is also pleased that Jim told him that he owns less property than he thought!!

ADJOURNED at 12:51pm and move to Executive Session.

