

## BOARD MEETING MINUTES, November 02, 2024

Board Members Present: Judi Shellenbarger, Hal Hovey, Dick Graham, David Bernardy and Dennis Titus



Community Members Present: Dave Shellenbarger

1. JS Called meeting to order at 9:30 and established a quorum.
2. Reading of preceding meeting minutes – HH moved to waive the reading, DG seconded – All in favor.
3. Officer and Committee reports
  - a. President opening comments
  - b. Treasurer Report
    - i. Please see the attached treasurer's report.
    - ii. Hal Hovey will be out of town for much of the remainder of his term. Currently, Hal Hovey and Judi Shellenbarger are the two signatories for SMCA checks. Any check over \$2,000 requires two signatures. Dick Graham will be added as an additional signatory in the event that any checks are required during his absence.
    - iii. A payment was debited from the SMCA for \$120 for the security camera in the wellhouse. This exceeds the previous years amount and an invoice was not provided. HH to review charges.
    - iv. 2025 budget planning
      1. The 2025 budget was reviewed and there is currently a budget shortfall of approximately \$3,000. This is mostly due to increases for the following service expenses:
        - a. Insurance – 20% increase
        - b. NW Water – 25% increase
        - c. Electrical – 25% increase
        - d. Generator propane – 15% increaseThese expenses are also expected to increase again in the near future.
      2. Options were discussed to maintain a positive operating budget and allow for some additional minor service increases. These options included increasing the quarterly water service charge or raising the annual dues. After discussion, the board is recommending to raise the annual dues. An increase of 60-70% will be needed. HH is preparing an updated budget. The increase to the annual dues will be presented at the annual meeting for a community vote.
- c. ACC Report [skymeadowsacc@gmail.com](mailto:skymeadowsacc@gmail.com)
  - i. There were no new projects over the last month.
- d. Water Coordinator Report
  - i. Please see the attached water coordinator's report.
  - ii. There was a power outage on 10/25 and the generator did not turn on. Judi and Dave Shellenbarger visited the well house and started the generator. This

was discussed with NW Water and it was determined that the generator was not able to handle the full electrical load at the time of switchover and was overloaded.

- iii. Recent water quality tests have all come back clear of any coliform.

#### 4. Unfinished Business

##### a. Jerry Beck Electrical well house electrical upgrades

- i. Work is tentatively planned for 12/17 and should be complete in (1) day. We ask that community members limit water use during the upgrade. A reminder will be sent closer to the day of the repairs.

##### b. Lead Pipe Survey

- i. Dave Shellenbarger and Debra Paros completed the lead pipe survey. No lead or galvanized pipe was noted in our services. Most homes in the community were built after lead and galvanized pipe were outlawed. Two older homes built previous to this time were observed and lead or galvanized pipes were not found.
- ii. The report was submitted on 10/2/24. It is also required that the report be publicly available. JS will work with Marsha to add the report to our website.

#### 5. New Business

##### a. NW Water Contract

- i. NW Water provided a new contract to replace the current expiring service contract. The scope of services were reviewed during the meeting and edited to meet our specific community needs.
- ii. JS sent the contract to our attorney to review the terms and conditions. Additional edits were made based on attorney recommendations.
- iii. DT redlined the contract and JS will send the proposed edits back to NW Water for consideration.

##### b. Annual meeting planning

- i. The annual meeting is preliminarily planned for Saturday January 18<sup>th</sup> at 10:00 at the Coupeville library. DT will reserve the library conference room. A formal notice will be sent out after reservations are confirmed.

##### c. Call for new board members

- i. We are looking for 3-4 volunteers to serve on the board next year. The service terms are ending for Dave Bernardy, Hal Hovey and Dennis Titus and they will not be running again next year to allow other community members a chance to participate. Dick Graham may or may not be able to serve on the board next year. If you would like to nominate yourself or another community member (with their permission), please contact any board member.

##### d. Safety when walking in our neighborhood

- i. There was community concern about safety when walking on the roads. The board asks that both pedestrians and vehicles be careful and be aware of the blind corners. We also ask that residents maintain the vegetation growing along the road at their property to keep the shoulder clear.

6. Comments and Discussion (None)
7. Executive Session (not required)

**11:03 AM Meeting adjourned.**

**Next Board** (: 12/7/23 9:30AM Shellenberger Residence; the Community is invited to attend.

Minutes prepared by Dennis Titus, Secretary, Approved by SMCA board.

**Sky Meadows Community Association**  
**Treasurer's Report – (as of October 31, 2024)**



**TOTAL ASSETS - \$39,806.55** (decrease of \$ 66.06 since September 12, 2024)

**OPERATING FUND – Balance \$29,304.43**

<u>Income</u>	-	<u>Deposits &amp; Interest</u>
9/30/2024	-	\$74.09 (Cline)
9/30/2024	-	\$0.49 (Interest)
10/22/2024	-	\$602.57
10/28/2024	-	\$2071.91
<u>10/31/2024</u>	-	<u>\$0.49 (Interest)</u>
<b>Total Income</b>	-	<b>\$2749.55</b>

<u>Expenses</u>	-	<u>Checks, Direct Withdrawals &amp; Bank Fees</u>
9/27/2024	-	\$156.35 (PSE)
9/27/2024	-	\$25.88 (PSE)
10/10/2024	-	\$989.59 (NWNWS Invoice #3876)
10/15/2024	-	\$151.32 (Bernardy reimbursement for well paint supplies)
10/29/2024	-	\$120.00 (POS TACTACAM)
10/30/2024	-	\$145.60 (PSE)
10/30/2024	-	\$13.37 (PSE)
<u>10/31/2024</u>	-	<u>\$1,214.03 (NWNWS Inv #4149)</u>
<b>Total Expenses</b>	-	<b>\$2816.14</b>

**SAVINGS FUND – Balance \$10,502.12**


**Income**

9/30/2014 - \$0.26 (Interest)

10/31/2024 - \$0.27 (Interest)

Total Income - \$0.53

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Hal Hovey   
Sky Meadows Community Association Treasurer  
11/01/2024

## Water Coordinator's Report November 2, 2024

Water System Report should include

- a) abnormal/unusual usage reports-none
- b) water quality reports all is normal
- c) a description of any notable repairs and maintenance activities

On Friday, October 25, there was a power outage. Dave Bernardy called me to report that the Generator had not turned on. Dave Shellenbarger and I went to the well house and got the generator going. King Water was called and Nathan showed up to help us determine the problem. Our generator cannot handle full use of the electrical system and it became overloaded. Nathan turned off the well pumps, and the potassium permanganate tubs. When the electricity came back on, Dave and I returned to the well house and returned all the switches back to normal. Spoke with Jeremy, our water guy, on Monday October 28 and shared the activities of Friday. Also talked with Jeremy regarding once a week visits from him and he felt that once a week was fine. I will check in once a week to make sure all is going as it is supposed to.

- d) notice of upcoming system activities and/or maintenance.

Our date for the upgrade of the electrical system in the well house is Dec. 17, starting at 9 in the morning. The bid came in at just under \$20,000. I will send out a notice to the residents regarding light usage of water for the day.