

MINUTES
CLEAR HILLS CONDOMINIUM ASSOCIATION BOARD MEETING
Wednesday, January 8, 2020 following Annual meeting
Garden Home Community Center Room 10

- **Welcome and Call to Order**
- **Minutes from December 11, 2019 Board meeting were approved**
- **Chairman's Report – Annual Report**
- **Treasurer's Report – Dick Wissmiller**
 1. **Current financials**
 - **Savings account balance - \$161,773.56**
 - **Operating account balance - \$20,222.49**
- **Committee Reports**
 1. **Landscape – Martinez continues to do an exemplary job**
 2. **ARC - motion was approved for replacement of pool fence and removal of bamboo**
- **New Business – Bamboo has been removed by Martinez. Preparations are in motion for retaining wall and new privacy hedge plantings. See Dick Wissmiller's report included with December 2019 minutes.**
- **Old Business**
- **Owner Discussion Time – Discussion about serving on Board & committees. Diane Gilbert asked about parking her RV in front of her home in order to pack for trip. Board responded that a few days was permitted as long as not blocking road for emergency vehicles. Pool maintenance and regular cleaning – discussion of enlisting users to participate rather than having to hire a maintenance person. Option is to hire Josh Dearth for 1 hour 3 days a week. This subject will be addressed in future meetings closer to opening of pool.**

Next meeting: February 12, 2020 4:30 pm at home of Dick & Bobbie Wissmiller, 7644 GVT

MINUTES
CLEAR HILLS CONDOMINIUM ASSOCIATION BOARD MEETING
Wednesday, February 12, 2020 4:30 pm
At home of Dick & Bobbie Wissmiller

- Welcome and Call to Order
- Present: Dana Cress, Dick Wissmiller, Tom Herburger & Ford Montgomery (facetime)
- Owners present: Janice Marvin, Bobbie Wissmiller, Suzie Herburger, Wilma Jane Balick, Bev Culp & Jim Cieslinski
- Minutes from January 8, 2020 Board meeting were approved as submitted
- Chairman's Report – Board reviewed Rules & Regs regarding roof specs. Rule was revised to following:

Roofing material may be cedar shakes or composition shingles. Composition roofing material to be equal to CertainTeed Presidential standard. ARC form to be submitted with roofing sample 30-days prior to project start. The CHCHOA Board has final approval.

- Treasurer's Report – Dick Wissmiller
 1. Current financials
 - Savings account balance - \$161,800.96
 - Operating account balance - \$24,208.42
 2. Reserve Fund (savings) Investment policy need was discussed: Board approved investing part of the reserve funds in high yielding Certificates of Deposit. A balance will be kept in savings account for emergency funding. Motion was made and passed. Policy attached.
- Committee Reports
 1. Pool project –
 - a. Pete Wilson Contractor is in process of removing old fence
 - b. Custom Concrete Construction has poured the retaining walls
 - c. Martinez Landscape has planted the Portuguese Laurel hedge
 - d. Fence to be painted same color as pool house – no contract awarded
 - e. Latch research is in process. Special latches required for pool. Ford will investigate options and present at next Board meeting.

2. Landscape – Martinez continues to do an exemplary job. They will prune our perimeter hedge on Montclair Drive and Northvale in March.
3 ARC - Strand request for Pabco antique black composition roofing material and grey exterior paint color was approved as submitted.

- New Business – Pressure pump at entry cover does not allow the equipment door to open. This could be a serious problem in an emergency. Pete Wilson Construction has given us a bid and drawing of a shed to be built on the existing cement foundation of \$3850. A motion was made and approved to proceed. A 6' door will allow immediate access if needed.
- Old Business – Water shut off at Betsy Drake's unit. David Olsgard & Dana are meeting with Direct Plumbing on February 20th with the hope of being able to finally remove this agenda item!

Respectfully submitted,
Dana Cress Acting Secretary

- Board position is open – please contact a Board member if you are interested.

Next meeting: Wednesday, March 11th at 4:30 p.m. Meeting to be held at home of Scott & Dana Cress, 7523 CHT

MINUTES
CLEAR HILLS CONDOMINIUM ASSOCIATION BOARD MEETING
Friday, March 13, 2020 – 4:30 pm
Home of Scott & Dana Cress
7523 Clear Hills Terrace

- Meeting was called to order at 4:30 pm
- Present: Dana Cress, Dick Wissmiller, Tom Herburger by Facetime
- Residents: Bobbie Wissmiller, Harold Murphy

- Minutes from February 12, 2020 Board meeting – approved as submitted

- Chairman’s Report – Rules & Regs regarding specs & duplex roofing were revised from February 2020 meeting to add common wall rule

Roofing material may be cedar shakes or composition shingles. Composition roofing material to be equal to CertainTeed Presidential standard. Common wall homes to replace with same roofing material at the same time. ARC form to be submitted with roofing sample 30-days prior to project start. The CHCHOA Board has final approval.

- Treasurer’s Report – Dick Wissmiller
 1. Current financials
 - Operating account balance - \$7126.55
 - Savings account balance - \$166,047.04
 2. Reserve Fund Investment – Dick is researching best rates with different institutions prior to purchase

- Committee Reports
 1. Pool fence & planting project – Dick reported that Pete Wilson Construction is making good progress and that his work is good quality.
 - Martinez planted Portuguese Laurel hedge in place of the bamboo
 - Options for gate latches are being researched
 2. Landscape – Martinez spread moss control on lawns
 3. ARC - no requests

- New Business – Subterranean termites found at 2 common wall units – owners need to have property inspected by a certified termite inspector.
REMINDER: Pests of any kind are not an HOA responsibility.

- Old Business – David Olsgard and plumber located the exterior water shut off at Betsy Drake unit. The shut off now has a visible green cover installed and a tag

on the valve. Shut off map will be copied and distributed to all homeowners.
We will have Bill Kehrli add our unit shut offs to CH main topographical map.

- Meeting was adjourned at 5:25 pm

Next meeting: April 8, 2020 4:30 pm at home Tom & Suzie Herburger, 7383 ET

Clear Hills Condominium Homeowners Association

Board Meeting Minutes

Wednesday, May 13, 2020 at 4:30 pm

ZOOM meeting

The meeting was called to order at 4:29 pm

Present: Dana Cress, Dick Wissmiller, Tom Herburger & Ford Montgomery

March 13, 2020 Board minutes were approved as submitted - NO April meeting was held

Chairman's Report:

Pool to be open on Memorial Day — Board recommends one family at a time.
Please bring disinfecting wipes to clean surfaces prior to leaving area.
We no longer have garbage service for pool — please take your trash out with you when you leave.
Remember to return furniture to original location

Treasurer's Report— Dick Wissmiller

Current financials — As of April 30, 2020

Operating account balance	\$ 10,704.62
Savings account balance	\$157,787.93

Reserve Fund Investment —Board voted unanimously to purchase CD's in the following amounts to Rivermark Community CU (RCCU)

\$50,000 for 3 years

\$50,000 for 2 years

\$25,000 for 1 year

Leaving \$32,800 approximately in savings account

All 4 Board members will be signatory and withdrawals to require 2

Board member signatures

Alisa Drumright -RCCU Account manager will send signature card digitally for all to sign

RCCU Website: <https://www.rivermarkcu.org>

Pool fence project: final cost was within budget- Detailed summary is available on request.

Pump house project: cost was within budget. Detailed summary is available on request

Committee Reports:

Landscape:

Dana reported that irrigation has been turned Alonzo Martinez is working on systems with valve or control box issues. Reminder to homeowners that underground irrigation is the responsibility of HOA Spaghetti irrigation (above ground) is the homeowner's responsibility. Alonzo will work on above ground irrigation at homeowner's expense.

Dale Davidson & Dana Cress planted geraniums at entry. CH landscape looks great

ARC:

Strand landscape request approved by ARC committee. Board majority approved. Dick Wissmiller opposed due to concern that their post lamp is for lighting of the cul-de-sac and should be on the right side of the driveway instead of the left side

Noted that area above retaining wall needs to be planted before June 15, 2020.

New Business:

Pool policy during COVID-19 see above under president's report

Old Business:

None

Respectfully submitted,
Dana Cress CHCHOA Chair/Acting Secretary

Next meeting: June 10, 2020 430 pm at home Tam & Suzie Herburger, 7383 ET

**CLEAR HILLS CONDOMINIUM HOMEOWNERS ASSOCIATION
BOARD MEETING MINUTES**

Wednesday, June 10, 2020 at 4:30 pm
ZOOM meeting: ID 820 8450 1408
Password: 688363

Welcome and Call to Order –

Present: Dana Cress, Dick Wissmiller, Tom Herburger (Ford Montgomery unable to attend)

Minutes from May 13, 2020 Board meeting – approved as submitted

Chairman’s Report – Pool update – Dana said pool has been used on the few sunny days we have had in June! Doreen from Algrec Pool has met with Dana twice to go over procedures.

Treasurer’s Report – Dick Wissmiller

Current financials – balances as of 5/31/2020

US Bank Accounts

Operating account	\$16,454.11
Savings account	\$34,900.90
Total US Bank	\$51,355.01

Rivermark Community Credit Union (RCCU) Accounts

Membership account	\$ 5.00
Checking account	\$ 100.00
12-month CD	\$25,006.23 (.7%)
24-month CD	\$50,017.81 (1%)
36-month CD	\$50,023.27 (1.34%)
Total CD’s	\$125,047.91
Total RCCU	\$125,152.91

Total cash in banks	\$176,507.92
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Committee Reports

Landscape Dana – irrigation - Alonzo from Martinez has made repairs and replaced parts as needed

Reminder: All work to HOA property needs to be approved by the Board.

New Business – Driveway drain at Kris Yates – discovery update – Tom reported that Dan from ProDrain recommended we call SaniTech (Eric) to get a bid on digging spot where Dan’s camera would go no further to see what the drains empty into. Eric was unable to get us a quote prior to Board meeting.

~~Owner Discussion Time – please submit any subjects you would like to discuss prior to the meeting~~

Respectfully submitted by Dana Cress

Next meeting: July 9, 2020 4:30 pm at home Tom & Suzie Herburger, 7383 ET

MINUTES
CLEAR HILLS CONDOMINIUM ASSOCIATION BOARD MEETING
Wednesday, July 8, 2020
Clear Hills Pool

Welcome and Call to Order at 4:30 pm

- o Board present: Dana Cress, Tom Herburger & Dick Wissmiller
Owners present: Bobbie Wissmiller
- o Chairman's Report: Dana
Pool is going well... weather not so much!
- o Treasurer's Report: Dick

1. Current financials -- balances are from June 30, 2020 and are posted on our website US BANK ACCOUNTS

1. USB operating account	\$22,089.04
2. USB reserve account	\$37,011.19
TOTAL USB	\$59,100.23

RIVERMARK CREDIT UNION ACCOUNTS

1. 12-month CD	\$25,020.80
2. 24-month CD	\$50,020.80
3. 36-month CD	\$50,078.99
TOTAL	\$125,158.56
TOTAL CASH IN BANKS	\$184,853.78

- Financial review report from CPA Ryan Ihde — no tax owed - IRS Resolution of Ruling signed and Dick will return

● Committee Reports

1. Landscape: Dana reported that lawns are looking great and irrigation adjustments and repairs are taken care of as needed.

Martinez is pruning each week.

- Water consumption is up from last year due to irrigation turned on a month earlier than normal

2. No ARC requests

● New Business

DRAFT MINUTES
CLEAR HILLS CONDOMINIUM ASSOCIATION BOARD MEETING
Wednesday, September 9, 2020
Clear Hills Pool

- Welcome and Call to Order at 4:30 pm
- Board present: Dana Cress, Tom Herburger, Ford Montgomery & Dick Wissmiller
- Chairman's Report: Dana
- Treasurer's Report: Dick

1. Current financials – balances are from August 31, 2020 and are posted on our website

US BANK ACCOUNTS

USB operating account	\$21,742.83
USB reserve account	\$41,231.51
TOTAL USB	\$62,974.34

RIVERMARK CREDIT UNION ACCOUNTS

TOTAL RCCU	\$125,492.54
TOTAL CASH IN BANKS	\$188,466.88

8/31/2020 financial statements are posted to the website

- Committee Reports

Landscape:

1. Board will get bids from lawn companies as best practices to improve lawn conditions. Lawn aeration and thatching overseeding.
2. Martinez is pruning each week.
3. Water consumption is lower than in 2019

Pool:

1. Our Google pool scheduling is working well. The pool has been used more this year than ever!
2. Stephen & Elaine Kantor have volunteered to be on the pool committee – thank you!
3. Closing date to be determined by weather conditions.

4. Large maple east of pool is causing problems with filters. Motion made and approved to remove the maple that is closest to pool. The evergreens between maple and road will preserve the apartment screen. Dana will get bids from NW Tree Specialists & Rich's Tree Service.
5. The azaleas on the corner of CHD & GVT are old and dying. Motion made and approved to remove and replace with Viburnum Davidii which are low growing and will increase visibility for vehicles turning from GVT. Dana will have Martinez remove azaleas and replace with VD.

No ARC requests

- Old Business – Driveway drain at Kris Yates unit. Martinez dug and found the drain connects to the downspout storm drain. They ran water down the driveway drain and appeared to drain fine. Suspect that the drain cover was clogged causing the driveway to flood in two incidences. Gutters and drains are the responsibility of each homeowner.

Meeting was dismissed at 5:25 pm

Next meeting: October 8, 2020 at 4:30 pm – location to be announced

MINUTES
CLEAR HILLS CONDOMINIUM ASSOCIATION BOARD MEETING
Wednesday, October 14, 2020
Cress' home

- Welcome and Call to Order at 4:31pm
- Board present: Dana Cress, Tom Herburger, Ford Montgomery
Dick Wissmiller – absent
- Homeowners present: Margaret Fasano, Wilma Jane Balick
- Chairman's Report: Dana
- Treasurer's Report: Dana in Dick's absence
 1. Current financials – posted to web
<http://www.clearhills.org/financial.html>
- Committee Reports
 - Landscape: Dana
 1. ProGrass – treated for insects on arborvitae hedge on 9/28
 2. ProGrass – aerated all CH lawns
 3. Rich's Tree Service scheduled to remove 2 maples on bank above CHD mailbox on October 22nd
 4. Sprinklers are off for the season – Martinez will shut off valves and blow out the lines
 - ARC – no requests
 - Pool: The pool is closed for the season – our Google calendar worked well for 2020.
- New Business – RATS! Margaret Fasano handed out info sheet regarding rat service. (sheet attached). Bloom Pest Control has offered to service the entire HOA for \$900 year. Tom suggested that pests which potentially effect the whole HOA (rats & bee hives) – be serviced by HOA. Moles, ants, spiders or pests other than rats & bees are the responsibility of the homeowner. Tom made a motion to contract with Bloom Pest Control to service 4 times a year to prevent rats. Motion was passed.
- Old Business – Galvanized pipes – Insurance carrier will in near future be excluding water damage caused by galvanized pipes. Board will design an information sheet and distribute to each homeowner to determine number of homes with galvanized pipes. Dana will get bid from plumber to find out what costs would be to homeowners to have a plumber inspect for galvanized pipes

Meeting was adjourned at 4:54 pm

Next meeting: November 11, 2020 at 4:30 pm – location to be announced

**Proposal for HOA Sponsored Rat Service
Margaret Fasano**

**Right now: 15 homes receive service 4 times per year costing of \$60.00 each per year,
for a total of \$900.00 .**

**Bloom Pest Control, who offers the service, is willing to service all 25 homes in the HOA for
the same price, \$60.00 per year. Josh, who works at Bloom Pest Control and works
here for us, would rearrange the traps so they would have more efficient placement and
include the common areas.**

**If all 25 homes in Clear Hills are included in the service, it would cost each home \$36.00 per
year.**

**Since all the homes in the HOA benefit from the service, it seems to make more sense that all
homes contribute, not just the the 15 homeowners who have been paying for it.**

**I would continue to contact Josh at Bloom Pest Control and schedule the 4 service calls he
makes a year.**

Margaret Fasano

MINUTES
CLEAR HILLS CONDOMINIUM ASSOCIATION BOARD MEETING
Wednesday, December 9, 2020 – 4:30 pm
ZOOM meeting

- Welcome and Call to Order at 4:30pm
- Board present: Dana Cress, Ford Montgomery & Dick Wissmiller
Tom Herburger - absent
- Homeowners present: Janice Marvin
- Minutes from October 14, 2020 approved as submitted
- Chairman's Report: Dana
 - Annual meeting is scheduled for January 13, 2021. The meeting will be by ZOOM. Dana will send out proxies to homeowners. Remember it is important that every owner return a signed proxy to Dana.
 - Reminder to homeowners to let a Board member know if they have interest in serving on the Board or on a committee.
- Treasurer's Report: Dick
 1. Current financials – posted to web
<http://www.clearhills.org/financial.html>
 2. Total cash - \$204,497.45
 - i. USB - \$78,779.18
 - ii. Rivermark - \$125,718.27
 3. Forensic sent our Fiscal Year 2021 Reserve Study update – Dick Reported that we are fully funded.- copy attached
 4. Tom & Dick completed our 2021 operating budget – copy attached
Note: monthly dues are reduced to \$425 mo. Beginning 1/2021
- Committee Reports
 1. Landscape: Dana reported that Martinez has shut down our irrigation valves and blown water from the lines
 2. ARC Wissmiller request for patio pergola was approved by the ARC committee and the Board made a motion to approve
- New Business – none
- Old Business – Galvanized pipes – Insurance carrier will, in near future, be excluding water damage caused by galvanized pipes. Ford reported that he has heard from several owners that they would like him to check their home to see if they have galvanized pipes.

Meeting was adjourned at 5:00 pm

Next meeting: Annual Meeting January 13, 2021 t 4:30 pm by ZOOM