

Treasure Island Country Club
February 2, 2022
Meeting held Via Zoom Meeting

Meeting Agenda

Call to Order: President Diane McCoy called the meeting to order at 7:02 pm.

Roll Call:

Diane McCoy	President/Roads	Vacant	Commissioner at Large
Patty Mayer	Vice President/Beach	Ken Sanberg	Bridge Commissioner
Kerstin Hilton	Secretary/Treasurer	James Horton	Dock Commissioner
Rod Wilkinson	Water Commissioner		

Members Attending:

Dan Downey	Aaron Howard	Pamela Sanberg
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Also Attending:

Stephanie Hahn, HOA Community Solutions

Jim made a motion to approve the minutes from December 1, 2021, meeting. Patty seconded the motion. Motion passed.

Financial Report- As of 12/31/2021- Reports attached

- Balance sheet
 - O&M Account \$125,217.92
 - ARF Accounts \$378,610.11
 - Bridge Accounts \$209,501.95
 - **Total bank assets: \$713,329.98**
 - CIT Bridge Loan Balance \$238,232.16
- Budget comparison
 - Operating was under budget by \$15,584.70
 - ARF was over budget due to finalizing the Booster Pump Project.
- Delinquent accounts- As of 01/30/2022
 - 60-89 days delinquent accounts owe a total of \$5,724.36
 - This is an increase of \$5,388.89
 - 90 days delinquent accounts owe a total of \$0
 - This is a decrease of \$545.52 from December
 - Over 120 days delinquent owe a total of \$2,789.08
 - This is a decrease of \$6,800.87 from December
 - 12 notices of intent to lien notices were sent in December. All accounts have paid to date.

Commissioner Reports- Reports attached

- **Dock-** James Horton
Jim has created an RFP for the repair of the dock including replacement of the piers/pilings.
- **Bridge-** Ken Sanberg

Plans for the year include repainting the safety rail and maintain canisters without hiring outside vendors. Ken's plan is to see that can be done by our maintenance crew in accordance with state regulations. The plan will ensure debris is properly removed and necessary documentation is filed.

- **Beach-** Patty Mayer (see report)
- **Roads and Ditches-**Diane McCoy (see report. Motion, seconded and passed to amend report to address ongoing issues with speeding cars.)
- **Island Watch-** Bill McFarland (see report)
- **Water-** Rod Wilkinson (see report)

Old Business:

- 10th Anniversary for the bridge – add to agenda for April 6, 2022 meeting.
- Governing Document Update
Patty made a motion to proceed with updating our governing documents to add Declarations of Covenants, Conditions, & Restrictions and to consult with Condominium Law Group to provide legal services for an update. Jim seconded the motion. Motion passed.

New Business:

- Transfer of funds to keep limits within FDIC insurance range. An email vote from the board approved transferring of funds December 22, 2021. Rod made a motion to transfer \$75,000 from O&M to a money market account. Jim seconded the motion. Motion passed.
- Mitchell's account set up Jim made a motion to set up an account at Mitchell's. Ken seconded the motion. Motion passed.
- Propane Contract– Northwest Propane will be supplying our propane.
- Maintenance contract for generators. Rod made a motion to finalize an annual service contract with Legacy Power to maintain the two generators. Ken seconded the motion. Motion passed.
- Training plan for Board to manage water system.
- Vacant Board Position- Robert Moe, Jr and Arron Howard have indicated interest in filling the vacant Board Position. Aaron introduced himself to the Board and indicated an enthusiastic willingness to serve on the Board and work towards the betterment of island life. Patty made a motion to invite Aaron Howard to fulfil the remainder of the vacant board position, ending July 2022. Jim seconded the motion passed.
- Contact resources for the Board- Kerstin requested each commissioner to compile a list of contacts and vendors associated with the work

Member Comments (5 minutes max) - none

Community Announcements - none

Next Board Meeting: April 6, 2022 at 7:00 pm via Zoom.

Jim made a motion to adjourn the meeting. Rod seconded the motion. Motion passed.

Meeting adjourned at 9:10 pm

Minutes written by Secretary, Kerstin Hilton.

Treasure Island, Community Watch Report

February 2022 Report

Some suspicious behaviors on the East of the island. Four faucets were turned on, not a trickle but full on left running this was not watering the grass. If you have seen anyone turning on faucets, take a photo or send in a description to the HOA or board members. Lock your vehicles. A unlocked truck was gone through on the East side. If you see anyone suspicious, call the police department for an area check.

Treasure Island Beach Commissioner

February 2022 Report

The project regarding the parking lot area/ handrail are postponed due to winter weather.

The 16.1 ft high tide on Friday, January 7, flooded the fire pit & cabana area.

In planning for the future picnic area, this will need to be considered.

Treasure Island Road and Ditch Commissioner

February 2022 Report

December was snow, ice, and heavy rain. The road and ditches held up. Because we are a private island Mason County does not come out and clear our roads. Big shout out to all the volunteers that cleared the icy road coming up from the bridge. The community got together and cleared the snow with equipment and Rex and Rob spread Ice Melt on the road well into the night, ice was gone by morning. Only damage, the reflectors came off but will be glued back on by spring.

Water Commissioner Report—February 2022

This report is current through mid-January 2022. For older water reports, see the corresponding older Board meeting minutes.

Water Production

November 2021: 604,126 gallons

November average: 514,373 gallons

December 2021: 493,564 gallons

December average: 537,841 gallons

Annual 2021: 13,377,590 gallons (14 percent over average)

Annual average: 11,725,404 gallons

Recent well splits (percentage of water produced by each well) look good although Well 1 was taken out of service in late December due to issues with the three-phase power provided by PUD 3.

Water Leaks

Customer Leaks: Leaks at 1370, 1610, and 1160 have been repaired. The status of the leak at 1170 is unknown. The leak at 1370 was large enough to somewhat skew water production figures during Q4.

Distribution System Leaks: The small leak in the standpipe at 1090 will be fixed by NWS in May.

Well House 1 Grid Power Issues

Due to the Cummins generator running at random times during December, Well 1 was taken out of service in late December while PUD 3 made five service calls to ensure that the correct voltage was being supplied to Well House 1. This was a precaution to avoid damage to the well pump, which relies on three-phase power. To fix the problem, PUD 3 replaced the two transformers that are on a power pole near the well house in early January. The well was put back in service in mid-January 2022.

Cummins Generator Issues

The Cummins generator that powers the booster pumps during power outages required two service calls to fix a low-coolant-level shutdown fault. This was a fatal fault that keeps the generator from running. The fault has been fixed and the generator is good to go. It ran successfully on January 7, 2022, for about 1.8 hours during an island-wide power outage, allowing the booster pumps to maintain water pressure at the Booster Pump Building at 35 psi.

Additional Water System Work

Diane is researching alarms and alerts for the generators and well houses that will notify us of performance issues.

Patty arranged to have the Well House 1 propane tank refilled in early January and for an annual service contract with Propane Northwest for both propane tanks.

Service Meters Reading

NWS read the service meters for Q4 2021 on 1/8/2022.

Some follow-up was required to read meters that weren't found and to correct errors in several readings.

No letters were sent out to members based on high Q4 usage. However, the usage figures pointed to three customer leaks. These have been fixed.

The DSL (distribution system leakage) rate was 3.3 percent. Since a good goal for DSL is < 10 percent, this figure is extremely low. It needs to be confirmed during the Q1 2022 service meters reading (end of March).

Water Quality Testing

The November and December coliform tests were negative.

All three wells were tested for Radium 228 and Gross Alpha in October. According to our NWS field technician, the results show "...zero traces on any of the well sources."

Other than the monthly coliform test, no additional testing is scheduled for January through March 2022.

Northwest Water Systems (NWS) Work

Our NWS field technician made site visits in November and December 2021. His evaluation of the water system was "All normal, no issues." The field technician checks our water system monthly.

NWS replaced the water box at 651 with a traffic-rated water box and lid.

Coliform Monitoring Plan (CMP)

The Coliform Monitoring Plan (CMP) has been updated by NWS, including incorporation of comments. The plan is filed with the Water System Library files. The plan is suggested reading for all Board members.

Water Commissioner

Made weekly checks of the well houses and recorded well production readings.

Followed up on the NWS Q4 2021 service meter readings to ensure the data is accurate and analyzed the usage figures.

Reviewed a draft of the Coliform Monitoring Plan (CMP) and provided comments to NWS.

Monitored the NWS invoices to ensure the charges are correct.

Reviewed and filed the NWS monthly site visit reports.

Worked closely with employees from Betschart Electric and PUD 3 to resolve grid power issues at Well House 1.

Arranged for and monitored two service calls from Cummins to resolve a fatal fault with the Booster Pump Building generator.

Arranged for a service call by Triangle Pump to fix a leak in booster pump 1. This is complete.

Collected bids from three companies for annual servicing of the generators and provided this information to the Board.

Updated the Treasure Island Water System description located in Element 1 of the Water System Library files to reflect changes to water system procedures, equipment, and facilities.

Sent out two training assignments to Board members designed to provide background information needed for future management of the water system.

Investigated possible training available through the DOH for Board members concerning responsibilities for managing a water system.

Continued investigating ways to make the Water System Library files available to the Board.

Next Reporting Period

Work with NWS on providing a plan to replace all three well house pumps. This task has been assigned but not completed. (February)

Task NWS to restart the now-dormant cross-connection program. (February or March)

Follow up with Rognlin's to fix an issue with the concrete floor in the Booster Pump Building. (February)

Work with the web site team to consolidate and update the Water pages on the TICC web site. (Q1 2022)

Write up a water service handout for new members. (After web site update)