**Irrigation Group Steering Committee Meeting**

**February 21, 2019**

The Steering Committee met again on February 21, 2019. The group consisted of: Steve & Patty Varner, Dan & Mary Nelson, Harry & Carolyn Lord, Scott & Paula Schimelfenig, Bill & Sally Bauer, and Marcia Patten.

**Reports from last meeting’s “to do” list:**

Steve reports that Cheryl Wood has decided NOT to take on our bookkeeping duties.

Scott and Steve reports that they had delivered flyers to all but 16 properties. Those will be mailed.

Dan reports that he talked to Bob Rector and Ken Guilfoyle, each of whom run groups of irrigation users. Both groups pay someone to clean filters and handle maintenance. Both groups are very simple, with no legal official organization or by-laws.

Scott reports that Camp talked to George Lang, of the E. Emig group of only 8 people. They each pay the PUD on their own, then collect some money at the end of the season to pay the man who cleans their filters. (We definitely **do not** want individual people paying PUD on their own)

Harry talked to Leo Sarabia (formerly Joe Wood’s assistant) about continuing to clean our filters. He agreed to take on the job for one year, then he plans to retire. Leo said that he had rebuilt some of the frames for the filters/screens. Also, the concrete box itself is in need of repair and may only last one more year before needing to be completely rebuilt/replaced.

Carolyn reported that Leo will charge $25 per hour, and that he figures an average of one hour per day throughout the season. This will probably include more time initially getting the pump started up, then maybe only 15-30 minutes daily, then more time to shut the pump down at the end of the season. This adds up to about $3750 for the season.

**Recommendations:**

We will call ourselves the name “Emig-Village Irrigation Group” (EVIG) for simplicity. (Apologies to those whose addresses are Ski Hill or Titus!) This will be the name on the PUD and bank accounts.

There will be a 5-person Board of Directors, to include Scott Schimelfenig, Steve Varner, Camp Fuller, Dan Nelson and Marcia Patten. Dan and Marcia will take on the roles of Treasurer and Secretary, respectively. The Board will elect a President and Vice-President. Carolyn Lord will be the alternate if anyone drops out.

We will write up a simple set of minimal by-laws, to set out duties of the Board and to address liability issues. Possibly use Legalzoom.com to review this.

We will offer Leo a flat fee of $750 per month for filter cleaning and basic maintenance. He will be an independent contractor. We will have to report this to the IRS. **[[We should clarify with Leo what “basic maintenance” includes, and we should address what constitutes “other” or “major repairs” so that he is fairly compensated for his additional time]]**

We will need to assess each property owner the approximate amount of $225 for the 2019 season, which will cover Chelan County PUD charges and daily maintenance/labor, and will provide for the establishment of a reserve fund for future unknown repairs and other expenditures. This will need to be paid **before** the season starts. Each Spring, the Board will review the previous year’s costs, and determine the fee necessary to cover costs for the coming season.

We noted that Steve Strode, a contractor/builder on Village View, has lots of heavy equipment available should we need that in an emergency.

**This Week’s To Do List:**

Steve and Scott will work out a final $$ amount to assess each property owner for this first year.

Carolyn and Dan will (mostly) finalize arrangements with Leo, and prepare a very simple contract for him.

Dan and Marcia will open accounts at Cashmere Valley Bank, and transfer the PUD account from Clennon to EVIG.

Marcia will begin drafting a minimal set of by-laws, using the by-laws received from Dan Wilkerson as a template.

Marcia will begin drafting a letter to be sent to all property owners, laying out our recommendations thus far, and inviting everyone to our first annual meeting (date to be determined, hopefully end-March or early-April, probably to be held at the fire hall).

Next meeting: March 7, 2019 at 7 pm at Bauer’s house.

Respectfully submitted, Marcia Patten