

Island Manager Report

March 9, 2013

Administration:

Volunteers:

Our monthly thanks to those hard workers who removed tree stumps, limbs and other debris left by the construction project and the winter weather: Steve Kramer, Andy Anderson and Jack Wells. Others helped to burn these limbs – Don Greinke, Kathy Deuster, Leslie Sanderson, Mike Shettlesworth, and again, Steve, Andy and Jack. Still others helped stuffing envelopes to mail the “water payment” letter – Pat Zazzo, Nancy Broege, Nancy Wells, Kathy Deuster, Jean Mellor, Linda Crowe and Dianne DeGood. And thanks to Deb Kraft for helping with community building cleanliness. If you are willing to volunteer, please contact the Office. Every hour volunteered helps keep assessment increases to a minimum.

Community Building and Pump Station Security: During the water project, the codes to both the Community Building and Pump Station became known to a wide number of persons, and have now been changed. If you need regular access to the building outside office hours that requires you to have the code, please contact the Island Manager.

Reserve Study: Janet Podell and the IM met with Mike Fleming, of Association Reserves on February 19th to complete the required site visit prior to drafting the reserve study. He will attempt to have the report ready for review at the end of the month. This review will assist the Finance Committee in its budgeting process.

Water System Maintenance and Operations: The O&M Manual is receiving its final touches from NWS. Judy Greinke and the IM met with Mike Ireland of WWSC and Jon Wiley, of NWS, regarding contracting.. Both organizations are flexible in developing a contract that would provide for substantial “on island” services while maintaining their legal responsibilities for oversight. One proposal has been received; the other should arrive soon. These proposals will be discussed at the next Water Committee meeting and used to develop a budget proposal.

A letter from WWSC explained our chemical testing requirements for next year. Our water system has been exempted by DoH for nine years from a 28-chemical IOC (Inorganic Chemical) test. Nine years have elapsed and so we must be tested this year at a cost of \$378. We have indicated to WWSC that HMC prefers to keep the 9 year waiver, if the test is satisfactory.

No offers have been received for the plumbing parts we are ready to surplus. If any members are interested in making an offer, they should contact the office. If not sold, eventually the parts will be sold as scrap.

Water System Project: We are moving through the mountain of paperwork towards closure of the loan with USDA. The Engineer has formally accepted the project as complete (one year warranty on work) and the Board, having recessed the previous meeting, adopted the resolution approving the project as complete by electronic vote. We have received a letter from the Department of Health formally approving the project and placing it into service! (Board correspondence)

A second resolution, the “Loan Resolution Security Agreement” needs to be signed prior to closing with USDA. This resolution is before the Board, so that the Board can authorize its President to execute the resolution, and its Secretary to certify it, prior to the next meeting in April.

NWS also completed a CIP report, estimating the cost of maintaining the water system over the long run. The monthly obligation for those who have prepaid would be about \$21 (excluding any charge for water usage) and for those who have not prepaid, \$35.44. A typical water system rate is \$40-\$60 per month. NWS also advises setting a flat rate for the first year, until HMC has been able to gather data to set metered rates for consumption.

As of Thursday afternoon, we had received 91 prepayments, (Note: Final Count was 92.) excluding any first class mail delivered that day. We have processed the final payment request to KeyBank and will immediately pay down the loan principal from the prepayments. USDA will then have the “real” principal amount of our loan and will be able to prepare closing papers.

Fire Department Liaison: We have advised the fire department of the new community building code. Many thanks to Chief Lique for his nice words in the Herron Island Water story which appeared in the Key Peninsula News.

Land Use: Interest continues in HMC’s lots for sale, but as yet, no firm buyers. Hopefully the improving real estate market will boost the marketability of these lots.

Emergency Preparedness: Meeting following Board meeting. There will be a “Friends and Family CPR” class on April 13 (Saturday), following the Board meeting.

Parks: Committee Report from Tracy Anspach: “The process for installing the Small Boat Docks will be changing as Mr. Mowry’s services are no longer available. We will be renting equipment this year and at this point can’t anticipate the impacts to the installation time. Planning is also being done to determine what replacement dock pieces may be required prior to installation. A work party is scheduled for April 13, and we’re hoping for volunteers. We’d also like to say “thank you” to Dick for his many years of assistance. I want to also thank Steve Kramer, Andy Anderson and Mike Shettlesworth for assisting in the removal of the basketball court. We have been getting bids and design ideas and will be presenting them to the Board to begin discussion for the replacement court.”

Roads: Committee Report.

Roads Committee discussed proceeding with the high priority improvements along South Herron and East Madrona in two areas. The first is the abandoned end of South Herron where the Committee is working with a Member on his plan to improve drainage by installing a culvert. Some of this work was done, but ruined by heavy equipment going over the drainage pipe. This work will be completed in the spring.

The second roads project on the south end is the realignment of HMC roadway from Member properties at South Herron and East Madrona. In 2010 Baseline Engineering prepared a plan to move the roadway by increasing the impervious surface only 1000 sq feet, which should not trigger a permit requirement at Pierce County. During the water project, stumps were removed, hydrants installed and some vegetation removed in this area. Work is estimated to cost less than \$10,000. The project design is attached to this report.

Rules: Board report.

Herron Island Ferry: For the past several weeks the Board has been taking comment from Members regarding a proposed ferry summer schedule change to take place April 1. This change would add a morning run on Saturday and Sunday and remove the first afternoon run on Sunday and Monday. The change was proposed after reviewing the traffic patterns reflected in the ferry log books, and would make Sunday and Saturday schedules identical without increasing costs.

As of Thursday, 62 Members had weighed in with their opinions – with 36 in favor (58%) 19 opposed (31%) and 7 (11%) proposing alternative schedules.

Legal Liaison: We currently have 13 delinquencies, of which 11 are with the attorney for action. Delinquency rate of 3.3%. In March 2012, the rate was 2.2%; in 2011, 1.5% and in 2010, 1.8%.