

Orchard Beach Community Group.
Annual Meeting, June 8, 2019 1:00pm – 3:00pm

Minutes as recorded

Attending
Jim Farrell
Patrick Brockhaus
Chris Farrell
Erika Aust
Eric Campbell
Shane McKenney
Sandra Sipe
Jim Loder
Ingrid Phelps

Allen Casey
Rondean Erickson
Tom Eide
Tom Mullins
Ella Mullins
Diane Wahl
Roger Ewart
Wendy Frandle
Melody Casey
Kyle Emtman

(Editorial note: the minutes are aligned to the agenda, but do not necessarily reflect the timing of discussions during the meeting as some conversations related to parts of the agenda that had not yet been covered)

Welcome/Call to Order: Jim Farrell called the meeting to order at 1:03pm and welcomed everyone. He then asked that each person make a brief introduction to ensure everyone knew who was at the meeting.

A motion was made by Tom Eide and seconded by Eric Campbell to approve the agenda for the meeting. The motion was passed.

A motion was made by Allen Casey and seconded by Roger Ewart to approve the minutes from last year's meeting. The motion was passed.

Treasury Report: Jim Loder reviewed the state of our finances and shared the treasury report (*see attached*)

There was discussion about outstanding receivables due to the community for a repair to the line due to breakage. A motion was made by Roger Ewart to reduce the amount owed the community by 50% of remaining payments as a way to acknowledge that the main line breakage was not malicious but resulted from good intent. The motion was seconded Wendy Frandle? and after the matter was brought to a vote (three times), the issue remained a tie between those in favor of the reduction and those who were not. The result was then determined by the President who decided that the original amount due would need to be repaid.

Election of Officers: Jim Farrell then moved to ask the community to vote on the election of officers to serve a three-year term (June 8, 2019 – @ June 15, 2022). Prior to the call for nominations and the vote, several questions were raised by the community that will need to be addressed in the bylaws (please see the section under Bylaws under new business).

Jim answered questions about the duties of the board roles and called for nominations:

The role of president

- Allen Casey nominated Jim Farrell

The role of Vice President

Diane Wahl nominated Erika Aust

The role of Secretary/Treasurer

- Jim Loder nominated Wendy Frandle (declined)
- Allen Casey nominated Jim Loder

The role of Trustee

- Diane Wahl nominated Tom Mullins
- Erika Aust nominated Wendy Frandle (declined)
- Chris Farrell nominated Tom Eide

Note: Wendy noted that she'd like to learn more about the community and the role of the board before accepting a nomination.

Discussion occurred about the work of the board and how often the board meets. Jim Farrell clarified that all members of the community are welcome to attend a board meeting and he will increase visibility of when the board meets. It was noted that we have met more often than would be considered normal as we worked to achieve "green" an approved system with the state Dept. of Health.

A vote occurred for the role of Trustee and Tom Mullins was elected for a three-year term.

Other board roles were not contested, so no vote occurred, the roles were accepted by acclamation.

Old Business: Update on Water system and our effort to achieve "Green" status.

Erika Aust shared that after 6 years of effort, the community system received official approval of our Water System Plan (WSP). This means that we have successfully received approval by the Washington State Department of Health for 39 concurrent connections to the system, each with an equal share of the system's access to the water right. Erika noted that to increase our connections beyond the current 39, we will need to address the commitments made in the WSP that was submitted to the State. Erika discussed a couple of highlights we will need to plan for in the future:

- Address the well and pump capacity.
- Procure a water reservoir if we plan to continue to add users and further build out the system (we could potentially have 68 full time connections, however, unrealistic. Since several owners have wells and some lots are not suitable for build out).
- Actively promote and demonstrate that the community is conserving water – the community is required to share ongoing water usage results with the state. A state law requires Water Use Efficiencies.
- Plan future maintenance, repair and replacement of the infrastructure.

The members discussed some details regarding the plan and Tom Eide and Roger Ewart noted that they had experience in these matters and could help with planning for the future. The members also clarified concerns around what is 'reasonable use' and what risks we carry if we don't adhere to our plan. This included identifying expectations for members to abide by through the bylaws. Roger Ewart requested a copy of the WSP to review. (it is about 200 physical pages double sided, so an online copy is not available for emailing – but we will work towards an online portal where members can view documents).

Jim Farrell thanked Erika for her leadership and exceptional work to get this across the finish line. Jim also noted that we have a few ongoing tasks to tackle – we need to replace an air bladder on one of the storage tanks.

Jim Loder also noted that we will need to organize a ‘wellhouse’ clean up party before the fall rains to maintain the roof and generator. Several members discussed how we might share the knowledge of what to do in the event of an emergency and who should be called. Emergency contacts are in the WSP and a copy can be mailed to the members. Members are not authorized to work on the lines or system.

We agreed that we need to think through how to keep full time residents supported in real time and define what is meant by work on the system versus emergency repair or action to minimize damage if the line breaks.

Tom Eide asked how the “per lot” ration of water was determined and if that was arbitrary. Erika noted that the water use amounts were guided by analysis with like-sized communities, and historical water draws in our region. The amount of 5000 gallons a month per connection is reflected in what the state Department of Ecology approved and expects to see as part of our compliance. If we exceed the overall amount of use in our water right, we could face fines or loss of our water rights. Erika also noted that this is based on 68 connections, so while it’s important to maintain a per connection limit the overall water right is not at imminent risk. We will need to work on documenting a plan that the community can adopt to ensure fairness to everyone.

Jim Loder noted that a vast majority of members use far less than the 5,000-gal limit. We do, however have a couple of members who are exceeding this amount on an ongoing basis.

The members then discussed ways to educate and monitor use; perhaps making water reports known or increasing costs for joining the system or exceeding the base amount of water usage. Erika noted that this is work that needs to occur and that the board has not yet finalized a draft of the bylaws to reflect this.

Wendy Frandle asked that the draft be sent to members for comment and that we should not wait a year to resolve the approach. We agreed this matter should be expedited and that we could call another full meeting of the members to discuss and vote on the changes.

Bylaws Discussion and possible vote: The call for nominations of officers prompted a discussion about the bylaws, and the need to review and update them. Discussion points include:

Requirement of legal ownership to serve on the board. How do we allow for those members who manage properties outside of a typical land ownership approach?

Length of service and timing of terms – discussion is noted that we have a risk in that all board members come to the end of their terms at the same moment. We should address overlap and succession of knowledge.

We need to address fees for connection/ reconnection and overwatering.

The board will regroup and send out a draft of the proposed bylaws for comment this summer (before August 15)

Other Business:

It was noted that we have added a no parking sign at the end of Orchard Beach Drive to remind VBRO and other visitors not to block the turnaround.

Roger Ewart noted that he had researched with the county and wanted to note that his property easement is not correct due to error in how the county applied the roadway. It was noted that the stacked wood is on his property and not on the “easement”

Roger Ewart also noted that the letter he received regarding the need to preserve the wellhead is incorrect. His property lays outside of the perimeter that the state documented. Erika noted that the letter was sent to satisfy one of the requirements of the WSP to achieve approval from the Department of Health. Roger also noted that he did not plan to contaminate the groundwater (the intent of the letter) but felt it was important to note this requirement did not apply to his property as it is outside of the perimeter of concern.

Jim Loder asked about the access to the community beach area. Allen Casey noted that he was aware that Mustafa Madani had researched this with the county and we can add a stairway up to 6 feet wide. If a ramp was added then the beach would need to also have public boat parking, which we do not have the ability or desire to support.

The members also discussed the need for keeping aware of who's visiting as some theft continues.

Laura Petrie noted that the community is welcome to join in on a community BBQ on the 4th of July and that there will be a fun parade at 1:00pm. Kids and decorated bikes or other vehicles are welcome!

The meeting was then adjourned.

(Note: Water fees will remain \$500.00 per connection for the 2019-2020 water year September 1, 2019 through August 31, 2020). No changes were proposed or approved by the members, so fees will remain the same.

Next steps:

- *Bylaws will be sent out at a later date:*
- *A copy of the Community Directory is attached.*
- *Check out the tip sheet to find ways you can help conserve water.*
- *Get connected: check out **nextdoor.com** to join the orchard beach community forum (by entering your orchard beach address you'll be automatically matched to our group).*
- *Get in touch: orchardwater@yahoo.com - emails are monitored by the board, so if you have a question or concern, send an email.*

Help Orchard Beach Conserve Water!

If you attended the annual meeting in June, you heard the good news (and if not, here it is): the state has expanded our water right, meaning we may draw more water from our community well. This is part of the ongoing effort to comply with state water regulations, and eventually accommodate new service requests.

This also means each OBCG member is now considered to have *full-time* access to water, which is an asset. However, it does not mean members may consume more water. If anything, the state has a greater expectation that we will use water responsibly (and the state receives regular reports of our water use). With that in mind, here are tips for saving water outside.

SAVES UP TO 840 GALLONS PER WEEK	Use a drip system or timer for watering and water 1-2 days weekly during the dry season (and avoid watering during the rainy season).
SAVES UP TO 500 GALLONS PER MONTH	Routinely check your system for leaks, broken sprinkler drip points and repair promptly.
SAVES UP TO 150 GALLONS EACH TIME	Use a broom instead of a hose to clean driveways and sidewalks. Limit the use of water for cleaning cars or boats. Remember what you use can end up in Pickering Passage!
SAVES UP TO 40 GALLONS PER DAY	Consider using a smart sprinkler controller that adjusts watering based on weather, soil type, amount of shade and plant type.
SAVES UP TO 25 GALLONS EACH TIME	Water your plants in the early morning or evening to reduce evaporation and ineffective watering due to wind.
SAVES UP TO 1,500 GALLONS PER MONTH	Plant native plants that survive on our natural rainfall. Consider hardscapes that avoid the need to water and maintain plants altogether. Keep native groundcovers to help reduce evaporation and soil erosion.

Every other month, starting in October, the company that already does the sampling and testing of our water will begin reading the meters that are installed on every active connection in our system. The readings will be critical in gaining more flexibility from the state to manage the connections we have and someday support requests for new service.

In the meantime, the meters allow each of us to monitor water consumption and look for ways to conserve. And because a leaky toilet seal or a failed garden hose can waste a lot of water during the weeks between official readings, checking our own meters can help identify problems that would needlessly inflate our system's water-consumption numbers.

Here are some tips for saving water indoors:

SAVES UP TO 50 GALLONS PER WEEK	Wash only full loads of laundry and dishes.
SAVES UP TO 20 GALLONS PER DAY	Fix household leaks promptly. Dripping faucets and leaky toilets waste a lot of water. (Turn off faucets when not needed.)
SAVES UP TO 8 GALLONS EACH TIME	Spend only 5 minutes in the shower.
SAVES UP TO 2.5 GALLONS PER MINUTE	Turn off the water while you brush your teeth.
SAVES 20-50 GALLONS PER DAY	Buy water-saving devices like high-efficiency toilets, dishwashers and clothes washers. Use low-flow shower heads to save more water. (Only run a washer or dishwasher when it's a full load.)