

**Mill Creek
Summer Home Owners Association**

Draft Minutes Saturday, May 3, 2014
10:00 AM

Webster Cabin #83

Present: Bill Zeller, Amy Webster, Patti Petromilli, Susie Kirch, Jude Tarrant, Preston Dickinson

Visiting: Shirley Boracci (Water Company), Terry Neher (Water Supervisor)

Absent: Russ Jarvis,

1. **Approval of Minutes:** March 22, 2014. The motion to approve was made by Preston Dickinson seconded by Jude Tarrant; the minutes were approved as distributed unanimously.
2. **Treasurer's Report:** Since the last meeting, we've only had a single green waste expense. For the year, we have over spent the budget for waste only; other designated expenses have not been completely spent. Currently we have about \$3,000 remaining in the budget to be spent.
 - a. Bookkeeping service: Preston reported that all old statements have been forwarded to the company that will be handling our books. Statements will be forwarded electronically from this point on. Preston will pay the bills and the information will be forwarded to the service. Both MSCHA and Water Company bills will be sent together this year but with separate return envelopes for payments.
 - b. Membership List: Changes will go to Amy Webster. A permanent list will be kept with the Secretary of the Homeowner's Association. List will be sent to Preston in May for annual billing and it will also be sent to the Water Company at the same time (Shirley Boracci). Bad addresses will be passed from Bookkeeping back to MSCHA Secretary.
 - c. Preston Dickinson noted that there are two categories where we have over spent our budget this year: our waste disposal and postage and misc.
 - i. The waste disposal overages are due to the fact that we did not stop the service during the winter as there was no snow. In the future, the service will be terminated and restarted to keep this cost from going over.
3. **Water Company:**
 - a. Bill Zeller reported on the legal advice from Gina Gingery regarding merging the two boards.
 - i. Attorney advised that she would need to review the articles of incorporation for both entities to determine if merging the boards is possible. This would require several hours of legal time to investigate. The informal opinion from this conversation was that it could probably be done fairly easily.
 - ii. There may be other things that would stand in the way of this. Mutual water companies may be subject to the different regulations including the Brown Act (public notification of open meetings), special training & certification, other special requirements.
 - iii. MSCHA is in favor of exploring the possibility of merging the boards, but will wait for consensus from the Water Co. to expend the funds necessary to get a legal opinion.

- b. Financing for the Water projects. The bids have been received and the Water Company Meeting is being set up for next Saturday May 10th. The MSCHA board has requested a formal proposal about helping to fund this project by our next regular meeting.
- c. Shirley Boracci recommended a joint board meeting for Water Co. & MSCHA after the Water Co. meeting to clarify issues for both the consideration of joining the boards and MSCHA helping to fund the reconstruction project.

4. **Old Business:**

a. **Common Land-**

- i. Bill Zeller approached our selected services providers about permanently contracting for their services. Ed & Brian Sisneros do not have a contractor's license which would be required in this instance. Randy Rosen does have one and will allow Ed & Brian Sisneros to work under his contractor's license and insurance.
- ii. Common grounds areas with issues are:
 - 1. Drainages- there are three within the main part of Mill Creek that would seem to be top priority.
 - 2. Property areas adjacent to the Highway 172- the homeowners, Cal Trans easements make this area & responsibility less clear. There are a few trees on Cal Trans easements. Contact person is Mike Mason of the Cal Trans Office in Mineral. Cal Trans easements are 40 feet from the center lines on the highway.
 - 3. Bill Zeller is investigating these areas; doing a walk through the home sites to find downed trees and other common areas for clean up. He will notify the MCSHA Board of the estimate when it is available so there can be discussion & approval.
 - 4. Drainages will be a priority this year. Bill Zeller and Terry Neher concurred that these are part of the common area and can cause issues if not properly maintained. Ash tanks were cleaned up last year. Amy Webster recommended that we do a report that outlines our clean up priorities, clearly outlines and locates the areas and defines it for future boards.

b. **Architectural Review Committee:** No report

c. **Road Maintenance:** Preston Dickinson has a target of mid June for all road repairs. No estimates are available yet. His hope is that the roads will be done before the annual meeting.

- i. Public works will not handle our roads unless we cannot get a regular bid. They were set up as private roads for a number of reasons and there may be too many requirements to make them come under county.

d. **Fire Hazard:** no report

5. **New Business:**

- a. **Mill Creek History Project:** The Meuters have completed their project. The Meuters did not accept our proposal to cover the cost of printing for all pre-orders plus 10 copies

not to exceed 2499.00. Their counter was to have 125 copies made and sell remaining copies for \$5.00 each. The MSCHA board is divided over what action to take.

- i. The motion made for the History Project at the last meeting seems to be the best possible resolution to MCSHA, and although it was discussed again was made and the consensus was to leave our initial motion in place. There were several members who were still unhappy with the board spending this amount for a side project that doesn't seem to be necessary.
 - ii. The project will go back to the Meuters as voted on originally: Printing will be for those who pre-order the book plus 10 copies, not to exceed 2499.00. They will be responsible gathering the preorders and doing the distribution for this project.
- b. **Approval of 2014-15 Budget** (as corrected)–

- i. Total Budget:

Common Land/Trees	5,900.00
Road Maintenance	2,000.00
Legal/Professional	1,500.00
Bookkeeping	1,650.00
Insurance	4,500.00
Taxes & Fees	1,150.00
Office Expenses	350.00
MSCHA Postage & Misc.	750.00
Waste Disposal/Dumpster	3,500.00
History Project	<u>2,500.00</u>
	\$23,800.00

- ii. Dues will be \$200.00, the same as last year.
 - iii. Revised budget will be distributed as soon as it is done. We are hopeful some regular common land maintenance will eliminate crisis expenses.
 - iv. Preston will check with the Bookkeeping service to see whether we can change some of the categories that we currently list in this budget.
 - v. There was some discussion of adjusting the budget or merely accepting spending variations as normal during the year. The board feels that the budget should remain as voted upon rather than adjusted.
 - vi. Motion was made by Jude Tarrant to accept the budget, seconded by Susie Kirch, carried unanimously.
- c. **Elections:** Amy Webster, Jude Tarrant and Preston Dickinson run for re-election for another full term. We will have one vacancy for a full term and we will need some candidates. Bill Zeller mentioned several names for possible candidates. There will be an announcement of upcoming elections with our next communication and hopefully we will get some viable candidates with that list. After that time Susie Kirch and Patti Petromilli will contact folks about being on the MSCHA board if we don't have any more candidates.
- d. **Homeowner's Guide:** Discussion was that this should probably should be distributed every second or third year with a copy available online and a few copies that can be

distributed to new members between the distribution of the new version. Guide will not be printed this year, it will be available online.

e. **Annual Meeting:**

i. Notification and Planning,

1. Target date for distribution of letters is May 20th to announce annual meeting. The meeting will be July 5th at 10:00. Information to be mailed will include a cover letter, election information, a voting proxy for the annual meeting, a newsletter including: drought information, Cal Trans repair information, Stroke and CPR Classes information. The Water Co. will get any information they need to distribute to Amy Webster before that date.
2. Jude will contact the Mill Creek Resort about use of the campground, tables and loudspeaker system.

f. **Annual Labor Day BBQ.** MSCHA will ask for volunteers for BBQ to help out during the annual meeting. Bill Zeller will contact Mike Silveira about cooking.

g. **Complaints:** Bill Zeller contacted Gina Gingery about lot 129 and the clean up issues that were filed as complaints in 2012. He also had a discussion with Ramirez about the state of his lot and the need for further clean up. Ramirez was informed that the board is pro-active on pursuing CC&R compliance.

i. Recommendation from the lawyer is that we proceed with the complaint about this property. We still have an active complaint from 2012 that has not been answered.

1. We should composed a communication that tells the owner exactly what needs to be done, what the timeline for completion is and what the consequences will be for non-compliance.
2. The letter should then given to the lawyers to proceed.

ii. There has been a significant improvement at this time. Do we want to proceed with this action?

iii. Bill will contact those folks who had originally complained to be sure they still feel it needs clean up.

iv. Bill Zeller & Preston Dickinson will then contact Ramirez about what needs to be done.

v. Board will continue investigation and document what needs to be done, and then contact both Ramirez & our lawyer about the next step. This will be re-discussed at our next meeting.

h. **CPR & Stroke Training:** Patti Petromilli has gotten lots of good information from Genentech about stroke emergency responses so that class is ready to go. She is being certified to teach CPR for us during the summer. There may be a small cost for Red Cross Certification.

i. This is a classroom presentation, Patti will be speaking to the group and have handouts for those who attend. Stroke training is 45-50 minutes with Patti speaking.

ii. CPR information and requirements are not yet available but will be after Patti has completed the class.

- iii. Patti reported that CPR certified training and stroke training will be done 2X during the summer. The training is expected to take about 3 hours (a morning or an afternoon) and has two parts one for stroke training and the second for CPR.
 - iv. There may be some additional costs associated with training manikins and materials.
 - v. First class is scheduled for Friday, July 4th. Two other classes will be scheduled during the summer, dates to follow.
6. Next Meeting at Petromilli Cabin #66 on May 31st at 10:00 am.
7. Adjournment –1:57 pm.
- Respectfully Submitted, Amy Webster Secretary.