

BYWATER WAY ROAD MAINTENANCE ASSOCIATION (BWRMA)

Title: Approved BWRMA Board Meeting Minutes

Date: 9/14/17

Board Members Present: Ralph Santa Maria, Acting President; Tom Lewellen, Treasurer; Co-Treasurer: Jane Minish (via phone); Ilona Bell, Secretary; Members at Large: Bill Shain, and Polly Peters. Absent: Pattie Hansen

Attending community members: None

Meeting called to order: 6:16pm.

6/8/17 Draft Board Minutes and Addendum Bill Shain moved and Tom Lewellen seconded approval of the 6/8/17 Board Minutes and addendum. The motion carried unanimously.

Treasurer Report: Tom reported balances being: Checking: \$27,783.98 Savings: \$21,092.46 as of September 14th. To date, \$20,600 in maintenance contributions have been received in this fiscal year.

OLD BUSINESS:

Outstanding BWRMA Contributions:

Road maintenance contributions are \$400/year per lot, with 38 lots paid to date--about 50%. The 2nd notice for outstanding balances was sent via snail mail in mid-August. A Phone Tree will likely be set up at our next meeting. Ralph created a reminder letter to send snail mail to non-participating BWRMA lot owners. Polly provided updated emails for the ORECA (Olympic Ridge Estates Community Association.) At their recent ORECA meeting, Polly asked their members to pay their contributions. They made several suggestions to promote payment.

Discussion followed regarding how best to approach non-participating property owners, noting that if we do not maintain our roads, no one else will. Ralph will draft language from the ideas shared for the next notice to be sent by 9/30/17.

Brush Cutting Status: Brush cutting was completed 8/2/17 and an invoice for \$2,779.50 was received from ACLS Brush Hog Landscape services. This brush clearing also included clearing of overgrowth along Fern Gully road.

Road Maintenance Status:

Repairs: At this time, only some gravel road repairs are deemed necessary for Bridgeview and Alpine Ct. as outlined in the Road Repair Plan dated 4/24/17 (copy of which is posted on the BWRMA Website). Quotes were obtained and reviewed by the BWRMA Board in June of 2017. Logan Development quoted \$4,027.55 and Agate Asphalt quoted \$3,924.00. Since Agate Asphalt had performed repairs of our gravel road last year and they did such a

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good job, and the quotes were comparable, it was decided to contract Agate Asphalt. However, a warm and dry summer came upon us and the roads became too dry to repair causing a delay in scheduling repairs. In the interim, a truckload of compaction sand was used to fill the potholes along Alpine Court. Dale Glidewell assisted by providing his tractor to perform the sand repairs. *(A big thanks goes out to our wonderful neighbors!).*

Sweeping: Road sweeping- A quote was received for \$65.00 per hour with a minimum of \$125.00 and NTE (Not to Exceed) of \$300. The Board concurred via e-mail communications to contract HIS HANDS Lawn Care and Services. The street cleaning was completed 8/2/17 and an invoice of \$283.40 was received and paid. Additional street sweeping will be addressed at the next Board meeting.

NEW BUSINESS:

Road Maintenance:

It is recommended that another round of road inspections be performed prior to starting the next series of repairs, so that we can identify any new issues before the contractor comes out to make the repairs. Any additional maintenance work needed, will be reviewed by the Board for approval prior to start of any repairs. Bill and Ralph will inspect all roads after the expected rains and on or before the end of October.

COMMUNICATIONS:

Fiber Optic Internet Update: Tom is the lead contact for our community, to the County PUD that is now considering providing the backbone for the extension of fiber optics internet service throughout Jefferson County. You can contact Tom via email for more information.

When completing the survey, use his referral or Champion Code: CR00019.

Completing the PUD on-line Survey is key to even having the option for this area being considered for extended internet services. To date, Century Link has made no commitment to expand service to our area, but may consider doing so and will let us know. It was noted that only one survey is permitted per household. Tom will have another person attend a PUD "Champion" meeting, should he need to travel at that time.

Miscellaneous:

The next Board meeting will be Wednesday, November 1, at 5:00pm at Bill Shain's home.

The meeting adjourned at: 7: 00pm.

Submitted by: *Ilona Bell, BWRMA Secretary*