

## HOA BOD Meeting Minutes 09/28/2022

### 1. Call to Order

- Meeting was called to order at 6:00 PM
- Board Attendees:
  - Peter Clark (President)-Present
  - John Wells (Treasurer)-Present
  - Cody Olson (Secretary)-Present
- Resident Observers in Attendance:
  - Bill Gaffi, Linda Macpherson
  - Ginny Wells
  - Chris Sirpless
  - David Patterson

### 2. Review and Approval of Previous Meeting Minutes

The meeting minutes from the 09/07/22 BOD meeting need to be approved for the record.

- John made a motion to approve the 08/17/2022 BOD meeting minutes
- Peter seconded the motion
- The motion passed by unanimous vote
- ***The minutes from the 09/07/2022 BOD Meeting are approved***

***Peter to post approved meeting minutes to the neighborhood website***

### 3. Treasurer's Report

- PONO has completed their site walk for the reserve study, a first draft of the reserve study is expected in mid-October
- The finance committee will prepare a budget for BOD review upon completion of the reserve study
- The BOD will need to vote to approve both items upon completion (reserve study and budget)

### 4. Ongoing Business & Updates:

- **Bridge Replacement at Spillway**

Parker Pacific has contacted the board and requested to collect the steel plates currently spanning the spillway at the lake. During dam improvements the wood bridge was removed and replaced by steel plates for equipment access. The steel plates were left in place and a permanent bridge has not been re-established. The bridge replacement will require a permit from the county. The ARC will be tasked with reviewing and selecting a bridge design for the replacement. The plates will be rented for 3 months with a goal of having a permanent bridge replacement installed by August.

- The County has notified the HOA that a Flood Plain work permit will be required for bridge construction. The cost of the permit is \$786. A board member will need to fill out the permit application.
- The BOD needs to select a contractor to construct the bridge
- Peter to work with the County on the permit application. Contractor solicitations will be discussed at a future BOD meeting.
- ***NO UPDATE (09/28/2022)***

- **Inlet Road Landslide & Code Violation Notice/Remediation Strategy**

During inlet road clearing and dam improvement projects in 2021, fill was deposited in the clearing by the lake inlet. It has been determined that the fill was placed in a designated Habitat Conservation Area by Oregon Department of State Lands and that the clearing may be designated as a wetland. The county has notified the Oregon DSL of the issues. In winter of 2021/2022 the slide at the inlet road reactivated and slid across the road.

- *Oregon DSL has been contacted by a resident to initiate an investigation into the fill that was deposited on the Meadow. DSL has requested information related to the site.*
- *Cody has been appointed as the lead contact on behalf of the HOA for dealing with Oregon DSL.*
- *Cody has spoken to Oregon DSL via phone for an initial discussion regarding the site and will follow up with answers to their questions via email.*
- *Oregon DSL will make a determination regarding the site's classification as a wetland. If the site is a wetland, Oregon DSL will then make a determination regarding the quantity of fill that has been placed. If it is determined that a violation occurred, Oregon DSL will issue a fine along with a remediation plan that will be required to be completed in order to close the case.*
- *Oregon DSL has scheduled a site visit to assess whether a violation has occurred on 09/15/2022 at 11 AM.*
- *Oregon DSL has confirmed they have the ability to perform forensic testing on any fill deposits to determine age of fill. This will ensure the HOA is not cited for any fill deposits that were in place prior to HOA ownership of the property.*
- *In response to the Lot 21 counterclaim filed against the HOA for the landslide, the HOA GL insurance carrier (American Family) has approved the Geotech proposal to begin investigation of the landslide origins and stability analysis*
- *The BOD has a conference call with Jeff Hansen, Damon Henrie and the Geotechnical Engineer to review initial site reconnaissance on Friday September 9<sup>th</sup> at 2 PM.*
- ***Oregon DSL has visited the site and issued a letter of "No Violation". This item is resolved.***
- ***The landslide issue is now part of Lot 21 counterclaim litigation and will be tracked under Lot 21 Legal matters until resolution. Through Lot 21 representation a Geotech site inspection will be scheduled in the coming weeks.***

- **Bank Erosion Repair at Tree Near Bridge Over Abernathy Creek**

Flow in Abernathy creek is eroding the bank along the Northwest end of the bridge and it is undermining a large tree directly adjacent to the bridge. The BOD needs to consider options for limiting bank erosion so the tree does not fall and damage the bridge. Peter to contact Clackamas Count to review permit requirements for this work.

- ***NO UPDATE (09/28/2022)***

## **5. New Business**

- Landscape Contract Review
  - *MDL Landscape submitted an invoice with a rate increase for the month of August. A revised fee structure was submitted by MDL for review but the BOD has not formally approved the revised proposal.*
  - *The revised proposal will be reviewed for approval at the next BOD meeting. The current invoice is approved for payment.*

- Umbrella Insurance Policy Renewal
  - *American Family Insurance has submitted a quote for renewal of the HOA's umbrella insurance policy. Due to ongoing litigation represented by American Family, the BOD will need to renew through American Family. Amfam presented two renewal options:*
    1. *1 Year Policy (October-October) at \$1,926.81*
    2. *Extended renewal term to align with GL insurance (October-February) at \$2,509.51*
  - ***Peter made a motion to approve the extended renewal term (option 2) per the American Family quote***
  - ***Cody seconded the motion***
  - ***The motion passed unanimously***
  - ***John to notify Superior of approval for payment***
- Sediment Pond Clearing
  - Several of the sediment ponds within the HOA need to be cleared. The BOD needs to determine the best course of action for clearing the ponds.
  - Peter to research options for review at next BOD meeting.

#### **6. Committee & Task Force Actions/Recommendations:**

- **Finance Committee (John Wells on behalf of Chris Sirpless)**
  - *See above under Treasurer's Report*
- **Landscape Committee (Melinda Olson)**
  - *Landscape committee to provide landscape contract proposal for BOD review*
  - *The BOD has requested a landscape budget with proposed projects for next year for incorporating into the budget*
- **Architectural Review Committee (Bill Winkenbach)**
  - *No Update 09/28/2022.*
- **Social Committee (Ginny Wells/Alicia Liberty)**
  - *Peter requested to move forward with the Halloween Hay Ride and will take the lead on planning this event.*
- **Bylaw & CC&R Review Task Force (Linda Macpherson)**
  - *No Update 09/28/2022*
- **Inlet Road Task Force (Keith Coppenger)**
  - *See above under "Ongoing Business" for current status.*
  - *The BOD will inquire with the Geotech performing the site investigation (Charlie Hammond) for an erosion control engineer to review the condition of the slide and determine if erosion control is needed during the winter.*
- **Lake Restoration & Maintenance (Bill Gaffi)**
  - *The committee held a field trip to a waterway restoration project in Hillsboro. The trip included review of ideas for levee maintenance, bank erosion control, vegetation, etc.*
  - *Tom Gaskill of Oregon City Watershed is performing a study for stream restoration downstream of the spillway. A grant application is in process for a restoration project. He may request a letter of support from the BOD.*

#### **7. Legal Matters**

- **Lot 21 Easement Agreements & Lawsuit (Executive Session)**
  - *Peter made a motion to move to executive session to discuss the status of the Lot 21 matter with Damon Henrie*
  - *John Seconded the motion.*
  - *The motion passed unanimously.*
  - *The board moved to executive session at 6:59 PM.*
  - *The board returned from executive session at 8:02 PM*
  - *No further action required at this time.*
- **Lot 23 Easement Agreements**
  - **NO UPDATE (09/28/2022)**

**8. Next Meeting Date:**

Wednesday October 19, 2022, 6PM

*Upcoming Meetings:*

*TBD*

*Peter to send out notification of the scheduled meetings.*

**9. Future Meeting Topics**

- None at this time

**10. Adjournment**

Meeting adjourned at 8:10 PM