

Peaceful Valley Country Club Regular Meeting

01/19/21 • 7:08PM

Roll Call: Rebecca Cayen, Richard Whitson, Amber Davis, John Horsman

Additions, Deletions & Changes: Letter of interest for board seat added under new business

Minutes: *J.Horsman moved to approve the minutes of the December 29th Regular meeting, R.Whitson seconded; the motion passed unanimously.*

Reports

- **Treasurer:** *R.Whitson moved to approve the December check register, J.Horsman seconded; the motion passed unanimously.*
- **Manager:** *K.Vogel presented the manager's report.* K.Vogel shared that if the invalid votes were able to be counted (not returned too late) C.Davis would have been voted on to the board and Amber read about vacancies on the board citing that it was at the boards discretion to appoint a new board member to bring the number of seats filled up to five. K.Vogel also shared that due to questionable activity, the clubhouse gate will now be closed late and opened in the morning by a community volunteer.
- **Committees:** No committees have met.
 - R.Cayen and R.Whitson caught J.Horsman up on what the road report was about and what it was meant to be used for.

Old Business

- **Snow is coming:** The board reviewed the possible upcoming snow event and went over a plan with J.Horsman. A.Davis presented a new bid for a new possible snow removal company. A.Davis and J.Horsman are going to co-lead for snow events; J.Horsman will reach out to the new company for a contract and A.Davis will reach out to our current snow removal company.
- **Maintenance candidates/job posting:** Maintenance position is posted for free on Indeed, we have had no applicants yet. K.Vogel suggested posting it on the PVCC website where they can submit a CV and cover letter, then posted on Facebook and Nextdoor. The board discussed and K.Vogel will go ahead with that. In the meantime, Collin will continue doing some work.
- **WCC greenbelt clean up prioritization:** The board discussed where they would like to utilize free wildfire fuel reduction. R.Cayen suggested the greenbelts beside the clubhouse and pump house because they are filled with fallen limbs and small enough trees to make it worth it, as they have a diameter limit of 6". If they have time after those, they will be directed down Sprague Valley Drive. February 16th, 17th and 18th; board members will take it in shifts to be available and drop in on the operation.

New Business

- **Board Officer Positions:** R.Cayen presented the board positions. R.Whitson agreed to stay on as treasurer, A. Davis as Vice President, R.Cayen as President, and J. Horsman as Secretary. *R.Whitson moved to approve the positions as listed, J.Horsman seconded; the motion passed unanimously.*

- Water Main Replacement: There is a large leak in the water main, and water is currently shut off to the building. In the past, all leaks have been off of the main line, but there are no obvious puddles. K.Vogel will reach out to Howard Denson for the cost of replacing the main and has already reached out to Z&Z Contractors. The water district will forgive up to 60 days as long as you prove repairs.
- Costco: Costco membership has lapsed, K.Vogel asked if the board wished to renew; the decision was made not to renew until community events are happening again
- Firewise Community: R.Cayen shared that we are on our way to becoming a good firewise candidate, it's just a matter of filling out an application and having Jenny Coe come out and assess the community. That would open Peaceful Valley up to grant opportunities to clean up the greenbelts and properties, further and looks good for our community. R.Cayen will move forward with that.
- Letter of Interest for Open Board Seat: K.Vogel read Crystal Davis' letter of interest for the open board seat and reiterated the fact that had all votes been sent in on time, she would have been voted on to the board. *R.Whitson motioned to appoint Crystal Davis to the board, J.Horsman seconded; the motion passed unanimously.*

Homeowners Forum: No homeowners were present.

Executive Session: Entered into Executive Session at and left 7:49PM, ending at 7:56PM, no decisions were made during executive session.

- *J.Horsmon motioned to have a letter from the attorney drafted regarding a lot overrun with garbage on Sprague Valley Drive, R.Whitson seconded; motion passed unanimously.*

Additions:

- J.Horsman did a walk around and counted 90 unregistered/junked cars in the housing development.
- R.Whitson recommended a change to the Bylaws regarding the cap on fining to be more effective, something to work on before the next Annual Meeting.

Meeting Closed at 8:00PM

Peaceful Valley Country Club Regular Meeting

02/16/21 • 7:05PM

Roll Call: Rebecca Cayen, Richard Whitson, John Horsman

Additions, Deletions & Changes: Addition of greenbelt fine and furnace.

Minutes: *January meeting minutes were tabled for next month for edits needed.*

Reports

- **Treasurer:** Report read by R.Whitson; R.Whitson went over what each account meant and the amount in it. R.Whitson motioned to approve the January check register, J.Horsman seconded; motion passed unanimously.
- **Manager:** K.Vogel read the manager's report and gave an update on the hunt for a new maintenance person as well as: posting to Indeed, following up with applicants and reaching out to interested community members. She also gave an update on complaints and the follow up with the lawyer regarding the problem lot on Sprague.
- **Committees:** No committees have met.
 - The road committee met with the representatives of Gray and Osborne, to be discussed under the agenda item.

Old Business

- **Snow Update:** J.Horsman called when he woke up, as well as later in the afternoon. There were complaints but not after the plow had come out. Peaceful will consider the cost effectiveness of buying our own plow, K.Vogel set a reminder to add this to the April meeting agenda. J.Horsman noted that they have the option to sand the intersections for future snow events.
- **Maintenance Candidates/Job Posting:** K.Vogel has sent the job listing to the East Whatcom Regional Resource Center. Discussion was had around posting to social media, K.Vogel will post to Nextdoor to open the position up to community members.
 - There was a community question whether or not the maintenance person is allowed on residential property. A PVCC Maintenance person typically only works on Peaceful Valley common areas, however, if they ever do need to go on a personal lot, it will be arranged with the lot owner through the office.
- **WCC Greenbelt Clean Up Update:** R.Cayen reminded the board that it was pushed to late March, early April. If board members can make sure to be available for contact with the clean up crew if needed, exact dates will be provided soon. K.Vogel will start putting together a newsletter to advertise the next chipping event.

New Business

- **Water Main Replacement Bids:** The board reviewed the bids from Valley Plumbing, Eagle Plumbing and Williamson Construction and discussed the pros and cons of each. *R.Whitson motioned to approve the Williamson Construction bid to abandon the old water line, replacing it with a new one for \$3,500.00; J.Horsman seconded and the motion passed unanimously.* K.Vogel will coordinate with Williamson Construction to

have them move forward with the work, after notifying 811 to mark the propane, electric and any other utility lines.

- Road Report Meeting Update: R.Whitson reviewed the discussion we had with representatives of Gray & Osborne about necessary adjustments to the draft roads report before the final one is submitted. J.Horsman spoke with Mike Wald and he would be willing to work with the board if they wanted to a mile of road a year and budget that out, he would be willing to meet about that. The board will seek a bid from him and others when the final road report comes in.
- Liens: The board hates to do this during a pandemic but delinquent accounts have been a problem for years. K.Vogel will continue work on the Delinquent Account Report and send that out so the board can set amounts for potential payment plans, stern letters, liens, legal action etc.
 - J.Horsman asked about the bus being able to go through Peaceful Valley, R.Whitson told him they have permission from the board to drive through the community.
- Greenbelt Fine: The rules state that there is a \$500 fine per greenbelt tree removed. There is a home that cut through a densely wooded area of greenbelt to create a second driveway, which needs to be fined. Seeing as the board does not have a total number of trees removed the options are: measuring the length of the driveway, measuring out on either side where the greenbelt is undisturbed and taking the average number of trees from there or just assigning five trees (\$2,500 fine). The board asked K.Vogel to find out if it is renters or homeowners. If it's renters they are fine to go ahead with the fine for five trees, if it is the owner R.Whitson suggests fining for a couple of trees and requiring them to replant the section of greenbelt destroyed. K.Vogel will follow up on this as well as non-permitted building additions.
- Furnace: K.Vogel informed the board that the front furnace is not working, Marrs Heating came out and gave an estimate to replace the OEM blower motor. *R.Whitson motioned to approve the estimate from Marrs Heating for \$843.00; J.Horsman seconded; motion passed unanimously.*

Homeowners Forum: Concern with construction trucks coming through Peaceful Valley was expressed, K.Vogel will pass these on to Jack Hovenier.

Executive Session: Unnecessary.

Meeting Closed at 7:47PM

Peaceful Valley Country Club Regular Meeting

03/16/21 • 7:05PM

Roll Call: Rebecca Cayen, Richard Whitson, John Horsman, Amber Davis, Crystal Davis

Additions, Deletions & Changes: Addition of tree clearing update to old business, Peaceful chipping sign to new business

Minutes: **R.Whitson** moved to approve the minutes of the January 19th Regular meeting, J.Horsman seconded; the motion passed with three in favor, one board member temporarily absent. R.Whitson moved to approve the minutes of the February 16th Regular meeting, J.Horsman seconded; the motion passed unanimously with two board members temporarily absent.

Reports

- Treasurer: Report read by R.Whitson. R.Whitson moved to approve the minutes of the February 16th Regular meeting, J.Horsman seconded; there was discussion about an accidental purchase, cleared up by R.Cayen and K.Vogel, the motion passed unanimously, with discussion
- Manager: K.Vogel
 - K.Vogel covered the complaints:
 - Junk lot on Sprague: Ask the lawyer if going through steps are necessary or if we can go straight to court if they don't respond to the first letter sent, if so then continue with a certified receipt.
 - Culvert issue on Green Valley: K.Vogel will send a letter letting them know not to proceed without board approval. Peaceful Valley believes that the area is not their property and we will take legal action if they proceed.
 - Junk lot off Flair: K.Vogel will send a history of communication with the owner to the lawyer and ask for another letter drafted.
 - Vacant lot on Clear Valley: K.Vogel gave an update on what the owner has been.
 - Junked Lot on Clear Valley: Residents have been evicted
 - K.Vogel will send notice of a fine for the greenbelt to House behind Clear Valley
 - K.Vogel covered Jack Hovenier's response to multiple complaints: Red Mtn homeowner's have a legal right to use the roads and trucks carrying supplies to build their individual homes. If the infrastructure for the development is being done, then those trucks need to be using the back roads unless otherwise agreed upon.
 - Furnace repairs: it is up and working, both blower and circuit board repairs. K.Vogel will look into the cost and suggestions of whether to replace or not.
 - Waterline is fixed and new, there is a dip where the hole was dug out that will need to be filled, K.Vogel will get the cost of that as well as reach out to COWden directly to see if we could go through him since he's out here right now.
- Committees: No committees have met.
 - The road committee met with the representatives of Gray and Osborne, to be discussed under the agenda item.

Old Business

- **Maintenance**: K.Vogel has a couple of interested candidates who will be ready to interview, more will be discussed at the executive session.
- **Newsletter**: the board approved of the first page, and the second will be a chipping event flyer and a call to arms for the board committees.
- **Chipping Event Sign**: R.Cayen asked the board if a chipping event sign could be attached to the community board or if it needed to be placed underneath. They decided, in keeping with the “no signs on shared Peaceful Valley property”
- **Delinquent Account Report**: The board reviewed the lien process and then discussed at what dollar amount of back-owed dues they would like to start the lien process with a letter giving homeowner’s thirty days to set up a payment plan, pay the total amount or a lien would be filed against them at their cost. R.Cayan recommended the cut off amount to be \$500, or two years of back dues owed. K.Vogel will draft a letter for this.
- **WCC**: R.Cayen updated the board that the window for the WA Conservation Corps will be clearing the greenbelts by the water district shed and clubhouse March 29th - April 1st, at least two days. R.cayen will email everyone with the final dates and times they will be there so that board members can make themselves available.

New Business

- **Phase three reopening discussion**: K.Vogel sent out and presented suggestions for if the board wished to reopen the clubhouse for use and went over the list of state-approved covid specific cleaners from Baycity Cleaners. The cost roughly came out to \$100, A.Davis knew there were other places for less cost.
 - R.Whitson suggested waiting to see how the county going into Phase three works, and make a decision later on at what pace PVCC should reopen and wait until then to decide on cleaning supplies/ cleaning company.
 - A.Davis has sent in bids for cleaning the building before which will be useful.
 - K.Vogel included an example check-in sheet for contact-tracing, R.Cayen suggested making it a requirement of using the building going forward, if the sheet is not turned in at closing, they will forfeit their deposit because of cleaning needs. She also recommended hand sanitizing stations.
 - The board will revisit this topic at April’s meeting. R.Cayen recommended the board look into the guidelines for themselves and bring numbers for a one-time deep clean of the building.

Homeowners Forum: There were questions about the swingset and the ecology blocks, K.Vogel informed the board that they have been ordered and will be ready to install as soon as we hire a maintenance person; the ecology block has been priced. The ecology block at the end of Clear Valley became a low-priority with the heating system, water line and other issues. The board decided to just go ahead, J.Horsmon offered to haul it if someone else could load it. A.Davis also reminded the board about the abandoned basketball hoop at the end of Clear Valley.

Executive Session: Entered into executive session at 8:36PM; no motions were made and executive session ended at 8:46PM.

Meeting Closed at 8:46PM

Peaceful Valley Country Club Regular Meeting

04/20/21 • 7:05PM

Roll Call: Rebecca Cayen, Richard Whitson, John Horsman, Amber Davis, Crystal Davis

Additions, Deletions & Changes: None.

Minutes: Postponed for the May meeting.

Reports

- Treasurer: Report read by R.Whitson. *R.Whitson moved to approve the March check register, J.Horsman seconded; the motion passed unanimously.*
- Manager:
 - K.Vogel covered the complaints and issues that have come up, some to be discussed later in the agenda.
 - K.Vogel later requested to work on Thursday April 22nd instead of April 23rd in case of vaccine-reaction, the board approved.
- Committees: No committees have met.
 - Roads: The final report came in today, K.Vogel sent out the report letting folks know that questions/remarks were sent back to the office by May 7th. J.Horsmon knows someone who is interested in putting in a bid for the work. The board will seek out quotes after next month's discussion.

Old Business

- Maintenance: K.Vogel reviewed the interview and Special meeting process that led to the hiring of Rufino Perez as Peaceful Valley's new maintenance person.
- WCC: Four tons of debris was removed from the greenbelt beside the clubhouse and 15 tons of wood chips were estimated to come from Peaceful Valley. R.Cayen is working on a potential chipping event before July.
- Firewise Discussion: Greenbelt near the clubhouse needs to be cleaned out of rubbish now that it is cleared. R.Cayen explained the benefit of working to become a firewise community and the board agreed it would be in the community's best interest to continue pursuing it.
- Outdoor Covered Area: The board discussed the process we went through already to get to this point, and what needs to happen next. Seeing as the cost of wood is high, the decision was made to put a pin in the project until prices come down to a reasonable amount. K.Vogel will keep it on the agenda to keep track.
- Potential Building Reopen/Building Cleaning: The board revisited the possibility of opening the building now that Whatcom County is in Phase 3. Given the rise in cases and limitations set for meetings, they decided to set opening by July as a soft goal. R.Whitson suggested setting the deep clean of the Clubhouse for some time in June. *J.Horsman motioned to approve the cleaning bid from Leticia [surname to be added later] for \$20/hr, R.Whitson seconded, the motion passed unanimously.* K.vogel will set this up with Leticia.

New Business

- General Upgrades: R.Cayen brought up some smaller needs around the community:
 - Road signs: speed limit, children at play, dogs on leashes, etc. They discussed how many signs were needed. The board will think about how many/where they should be placed to decide next month so K.Vogel can order them.
 - Possible Playground Upgrade: R.Cayen presented the idea of updating the outdoor play area, since the clubhouse hasn't been available for use. R.Whitson will share affordable play equipment information he's gathered for the Columbia Valley Parks and Recreation District.
 - Cleaning up the basketball court: it needs to be power-washed. K.Vogel will look into the cost of power washers vs. renting. K.Vogel will ask if Rufino has or has access to a pressure washer.
 - Clubhouse Gate/Sign: The gate needs to be replaced, as well as the signage at the clubhouse entrance and the West entrance of Peaceful Valley. K.Vogel will come back with prices for those. K.Vogel will have Rufino take a look at the entrance sign.
- Greenbelts & Fences:
 - Fall Valley Drive: There is a dispute going on over who owns the greenbelt located behind Fall Valley Drive. There was an issue with the Paradise homeowner moving forward without communication, the homeowner was given R.Cayen's contact information to keep informed.
 - Green Valley Ct: K.Vogel will draft a more firmly worded letter to the encroaching homeowner letting them know that they need to remove their fence, and anything inside the surveyed greenbelt area within thirty days or Peaceful Valley will, at their cost. Either J.Horsman or R.Whitson will handle any rebuttal or discussion from the encroaching homeowner. Following a quick call to the lawyer, Peaceful Valley will move in and remove the fence at the owner's cost.
 - The board discussed the possibility of fencing off sections of problematic Peaceful Valley greenbelts or potentially planting a natural barrier in the thinner, more problematic greenbelts, ie. along the border of the new development behind King Valley Dr. and greenbelt in question behind Fall Valley Dr.
 - King Valley Dr: Access to the greenbelt from Green Valley has been fenced off and needs to be removed. K.Vogel will determine the owner of that section of fence and send them a letter.
 - Three other lots that need the same process as Sprague Valley clean up: the corner of King Valley and Peaceful Valley; Spur Valley (continued), Flair Valley, Red Valley. K.Vogel will begin/continue the process with the most problematic lots following the path taken with Sprague.
 - Clear Valley corner renters are back, due to an eviction moratorium. K.Vogel will reach out to the owner as well as forward the contact information to A.Davis to let him know what is going on.
 - Green Valley Fence Permit: The homeowner will provide a copy of the survey as soon as they get them, but following discussion, the board decided to deny the permit pending the outcome of their legal action.

- Snow Plow Purchase: In January the board asked to have snowplow to be added back to the agenda after-season cost estimates. Concerns about rates, driving, insurance were voiced. It will be pinned for the coming months, pricing is needed for discussion. R.Cayen suggested signing with the current plow contractor again as they were fairly priced and did a fantastic job.

Homeowners Forum: unnecessary

Executive Session: unnecessary

Meeting Closed at 8:13PM

Peaceful Valley Country Club Regular Meeting

05/18/21 • 7:02PM

Roll Call: Rebecca Cayen, Richard Whitson, John Horsman, Amber Moretti, Crystal Little

Additions, Deletions & Changes: Greenbelt behind Fall Valley was moved to the beginning of the agenda.

- Greenbelt behind Fall Valley: With Steve, a resident of Paradise, in the meeting as a guest, Peaceful Valley decided to support him in his pursuit to regain the greenbelt from an encroaching neighbor in Paradise.

Minutes:

- *R.Whitson moved to approve the minutes of the March 16th Regular meeting, J.Horsman seconded; the motion passed with a majority vote in favor.*
- *R.Whitson moved to approve the minutes of the April 9th Special Meeting, J.Horsman seconded; the motion passed unanimously.*
- *R.Whitson moved to approve the minutes of the April 20th Regular meeting, J.Horsman seconded; the motion passed unanimously.*

Reports

- Treasurer: Report read by R.Whitson. *R.Whitson moved to approve the April check register, J.Horsman seconded; the motion passed unanimously.*
- Manager:
 - Tree House behind Clear Valley Dr. still needs to be taken down. K.Vogel will let Rufino know to do that on Friday.
 - The board discussed the pressure washer rental options provided by K.Vogel versus potentially purchasing one for Peaceful Valley. *A.Davis motioned to approve the purchase of a gas pressure washer not to exceed \$400, R.Whitson seconded; the motion passed unanimously.* K.Vogel will send out links for pressure washers from Costco.
 - Discussion of purchasing a utility gate is put on hold for next month so that measurements can be taken to be sure the appropriate length is purchased.
- Committees: No committees have met.
 - Events: A community member has reached out with interest in leading the events committee but was not able to attend the meeting.
 - Events: On hold for re-opening.
 - Re-opening: See later on in the minutes.
 - Clean Up: Dept. Of Health is moving forward with a hazardous waste and appliance pick up/clean up on Saturday, June 19th.
 - Another chipping event will be happening in the month of June.
 - Playground: K.Vogel was able to reach out to the insurance company and found out that so long as any new play structure is installed correctly and maintained regularly, it will still be covered under our current liability insurance.
 - R.Whitson will gather bids for playground equipment installation.
 - Roads: R.Cayen reviewed the final road report. J.Horsman got a bid for chip and seal, R.Cayen will forward the road report to the company so the assessment is

based on that information. To avoid confusion, the road committee will meet again when the clubhouse is open for them to do so.

Old Business

- Outdoor covered area (pinned): R.Whitson will work with J.Horsman in regards to getting the final materials needed to finish the work on it, as well as bids for an electrician to rewire the box on the structure.
- Snow Plow Purchase (pinned): The board was happy with the current snow plow contract and would like to continue with them next year, effectively deciding, for the time being, not to purchase a snow plow.
- Potential Building reopen/ Building Cleaning: As discussed under the Events Committee, the board has decided to plan for opening in July. K.Vogel will schedule the cleaning for late June and put together a comprehensive look at what is needed to meet requirements for re-opening. A.Davis will send on links/info for cleaning supplies.
- General Upgrades Cost updates: Discussed under Manager's Report.

New Business

- Tree Removal Quote: R.Cayen met with Zender to discuss two areas of dead trees along the highway, in a patch of greenbelt trees behind King Valley (as access will be more difficult later on due to the new development). The quote itself is piecemeal and the board discussed how to break it up and whether all quoted trees needed to be removed. This discussion will be on the June agenda so that any board member who wants to, will have a chance to see the trees in question. Board members who want to walk through the areas listed on the quote will reach out to Rebecca, to do so.
- Permit Disregard: K.Vogel received a complaint about someone planning to fill in their culvert, R.Cayen and K.Vogel both told them that a permit was required. No permit was submitted, and they went ahead with the culvert fill-in anyways. The board discussed verbiage around a new rule for permit disregard. K.Vogel will send a letter to the property that went ahead with the culvert fill-in.
 - *J.Horsman motioned to fine residents \$500 for blatant disregard of the permit system, with the waving of said fine to be at the board's discretion, R.Whitson seconded; discussion was had; motion passed with three votes in favor and two abstentions.*
- Newsletter: No fireworks, chipping event, permit rule, clean up event June 19th, tentative opening date.

Homeowners Forum: N/A

Executive Session: Entered into executive session at 8:07PM; session ended at 8:12PM, with no decisions made. *R.Whitson motioned to move ahead with the lawsuit against the Sprague Valley resident immediately, J.Horsman seconded; motion passed unanimously.* K.Vogel will send the follow up to the lawyer as soon as possible.

Meeting Closed at 8:12PM

Peaceful Valley Country Club Regular Meeting

06/15/21 • 7:24PM

Roll Call: Rebecca Cayen, Richard Whitson, John Horsman

Additions, Deletions & Changes: Added 4th of July to old business

Minutes:

- *R.Whitson moved to approve the minutes of the May 18th regular meeting, J.Horsman seconded; the motion passed with a majority vote in favor.*

Reports

- **Treasurer:** Report read by R.Whitson. *R.Whitson moved to approve the May check register, J.Horsman seconded; the motion passed unanimously.*
- **Manager:**
 - K.Vogel reviewed up to date complaints, the scheduled cleaning of the clubhouse, interest in events at the clubhouse, dumped garbage (the clean up cost has been turned in to the sheriff for reimbursement), pressure washer was purchased, reviewed the fire at the trashed lot on Sprague the information from which she has passed on to the board as well as the lawyer.
 - K.Vogel requested a budget of \$350 or less to purchase signs for Peaceful Valley (speed limit, children at play, Flair Valley Ct., dogs must be leashed, no exit etc.).
 - *J.Horsman moved to approve a budget of \$350 or less to purchase signs for Peaceful Valley, R.Whitson seconded; R.Cayen requested a "clean up after your dog" sign to be included; the motion passed unanimously.*
 - K.Vogel told the board that the utility gates at the front of the clubhouse will cost \$120 each with an additional \$69+tax to be delivered.
 - *R.Whitson moved to approve the replacement of the front utility gates not to exceed \$350, J.Horsman seconded; the motion passed unanimously.*
 - The website domain is up for renewal, the board discussed and decided that as the website is not going to change K.Vogel should go ahead with the 5 year renewal plan which saves the board 25%.
 - K.Vogel informed the board that she received jury summons for the last week of June and she will keep them informed.
- **Committees:** No committees have met.
 - **Roads:** R.Cayen wanted to make sure the committee was working to get bids; she spoke to Dolittle, who will put together a bid based on the information in the updated report at the board's behest. The committee was also encouraged to meet in July as the clubhouse would be re-opening. K.Vogel threw in a reminder to keep bids confidential until one has been chosen so that no one is underbidding unfairly.

Old Business

- **Re-opening:** Sign-in, clean up. July 3rd there will be an event at the Clubhouse, R.Cayen has offered to clean between the men's breakfast group and the party; R.Cayen will also be closing.
 - K.Vogel will go ahead with a sign in sheet, and the cleaning supplies.

- R.Whitson suggested we plan to have an in-person meeting in July; K.Vogel will prepare for that.
- 4th of July: R.Cayen will be doing rounds through Peaceful Valley and jot down homes that are setting off fireworks, notifying them they will receive a fine per incident.
- Tree Removal: Linderman met with R.Cayen to look at all of the sites that Zender also gave a quote for and submitted a quote for the board's review. R.Cayen recommended dropping the trees in the greenbelt behind King Valley from both quotes as access is no longer available, and weren't dangerous trees.
 - R.Cayen showed photos of the trees in question and reviewed the thought processes behind their removal.
 - The board discussed the quotes and all options, deciding to go with Zender Tree Service's quote, discluding the trees along the highway and PVCC parking lot and between King Valley and Colfax; K.Vogel will inform both parties of the decision.
 - *J.Horsman moved to approve up to \$4,000 to remove the trees listed on the submitted bids not including the trees along the highway and PVCC parking lot and between King Valley and Colfax, R.Whitson seconded; the motion passed unanimously.*
 - K.Vogel will follow up with transportation to find out if the trees along the highway could be their issue.
- Play Structure: K.Vogel informed the board that Williamson Construction, who replaced the main waterline, reached out about wishing to submit a bid for the installment of any play structure. She sent them an example structure asking for a general idea of cost and they sent back: 2 to 3 days, \$4-8,000 without cost of materials and concrete bases.
 - J.Horsman mentioned the new play structure at Campers Paradise; K.Vogel will reach out to them to get information on it.

Homeowners: N/A

Executive Session: N/A

Meeting Closed at 7:56PM

Peaceful Valley Country Club Regular Meeting

07/20/21 • 7:24PM

Roll Call: Rebecca Cayen, Richard Whitson, John Horsman, Amber Davis

Additions, Deletions & Changes: Add newsletter added old business

- Greenbelt issue behind Green Valley Drive: R.Cayen filled in the board about an on-going concern from a resident that the property stakes outlining a small greenbelt are not in place and may lead to residents of the new development building their fences into the greenbelt. R.Cayen has spoken with the new development's board member, Jack Hovenier who has assured her that permit's will be required before building and lot lines will be checked.
 - A secondary concern was a lone tree left in the section of greenbelt behind the resident's property that, despite being healthy, will now be exposed to the elements and there is worry of it coming down on his house. R.Whitson agreed to come out and look for the property stakes as well as take a look at the tree on Friday the 23rd.

Minutes:

- *R.Whitson moved to approve the minutes of the June 15th regular meeting, J.Horsman seconded; the motion passed unanimously.*

Reports

- Treasurer: Report read by R.Whitson. *R.Whitson moved to approve the June check register, J.Horsman seconded; the motion passed unanimously.*
- Manager:
 - *K.Vogel reviewed the manager's report and her jury duty date change.*

Committees: No committees have met.

- Roads: R.Whitson worked out a spreadsheet to consider the roads that need to be repaired as well as the cost of each one, so that the road committee could play around with

Old Business

- Pool Chemicals: There were some leftover pool chemicals in the building. *R.Whitson motioned to get rid of the pool chemicals, A.Davis seconded, the motion passed unanimously.*
- 4th of July Update: R.Cayen spent 4 hours driving around the neighborhood checking . K.Vogel will look into if the people offending were renters or not before sending letters.
- Newsletter: K.Vogel will be putting together the August newsletter to include: September chipping event, meetings are back on, planning for an in-person meeting. Volunteers needed.
 - K.Vogel will reserve the EWRRRC for the annual meeting, and will add the meeting to the August agenda.

New Business

- **Beam:** K.Vogel told the board that Rufino dropped off the requested beam to finish the outdoor covered area. R.Whitson will verify it is the right length and work with Rufino to get the final supplies to complete the work.
- **Parking Request:** The EWRRC asked to use the PVCC parking area for their Summerfest event, K.Vogel reminded the board that there was a standing agreement that states as long as the EWRRC requests in advance and the parking lot is not in use by the association, a motion isn't needed. The board approved the use of the parking area.
- **Bird Mess:** Birds seemed to have taken a fancy to the slide, creating a mess. With this having not been an issue in the past, the board decided that Rufino can clean up the bird mess and we will keep an eye on it.

Homeowners:

- Complaint regarding greenbelt was in progress but the homeowner brought up a couple of youths riding motorcycles early in the morning and at dangerous speeds up and down Kind Valley Drive.
- Homeowner sent out a thank you to R.Cayen and everyone else who helped remove a large pile of tree waste and wildfire hazard materials.

Executive Session: 7:45pm/7:56pm

Meeting Closed at 7:58PM

Peaceful Valley Country Club Regular Meeting

08/17/21 • 7:04PM

Roll Call: Richard Whitson, John Horsman, Amber Davis, Crystal Davis

Excused Absence: Rebecca Cayen

Additions, Deletions & Changes: Sprague Blight added to old business.

Minutes:

- *J.Horsman moved to approve the minutes of the July 20th regular meeting, A.Davis seconded; the motion passed unanimously.*

Reports

- **Treasurer:** Report read by R.Whitson. *J.Horsman moved to approve the July check register, J.Horsman seconded; the motion passed unanimously.*
 - *R.Whitson took a moment to explain how the meeting works to the residents who joined us in person.*
- **Manager:**
 - *K.Vogel reviewed the manager's report including:*
 - *Greenbelt encroachment: items were shifted but not removed, however, they are too big for Rufino to just go in and remove them himself. J.Horsman offered to reach out to the owner's in person as we have never heard from them in response to any letters.*
 - *Green Valley drive culvert issue, discussed later in the meeting.*
 - *K.Vogel gave an update on a long term greenbelt encroachment issue which is apparently resolved. R.Whitson offered to confirm.*
 - *Another blight property, K.Vogel has sent a notice as well as spoken to the Health Department regarding it.*
 - *Greenbelt trees, to be discussed later in the meeting.*
 - *A complaint came in regarding the barrier at Clear Valley Dr- the neighbor of the barrier is now having issues with pedestrians going on to his property to get around the boulders and ecology blocks put in place. R.Whitson will go to see the barrier and see what might be done to resolve the issue.*

Committees: No committees have met.

- **Roads:** R.Whitson detailed the efforts of the road committee for those present. K.Vogel will nudge the committee for a meeting.
- **Events:** With covid restrictions ever changing, the board decided to focus on other tasks rather than planning potential events that may be cancelled.

Old Business

- **Green Valley:** K.Vogel explained the situation and referenced the homeowner's response. There was some confusion regarding the issue and the board members present agreed to take a drive down Green Valley to get a better idea of what was going on, while K.Vogel looked into the history of permits being granted (or not) for the other

properties. The issue will then be discussed via email with an update to be given at the September meeting.

- Sprague Valley: R.Whitson gave a small update on the Sprague Valley blight house- that there has been a dumpster on site from the health department but with the pace they're working at they are unlikely to have the lot cleaned before the deadline at the end of September.

New Business

- More Greenbelt Trees: K.Vogel gave the details of complaints regarding greenbelt trees. R.Whitson offered to meet with Gabe Zender to go around and look at them, K.Vogel will set that up.
- Benches: R.Whitson reached out to a local woodworker inquiring about the cost of new benches for the outdoor covered area, however, with the price of wood still being high this part of the project is tabled for now.
- Annual Meeting: With the plan remaining to have the meeting in person (still depending on CDC recommendations and WA state guidelines), K.Vogel has gone ahead with the usual preparations, with the exception of requesting all three rooms at the EWRRC so that the PVCC residents could be spaced out per CDC guidelines.
- Board Member "Stuff": R.Whitson clarified the expectation of attendance for board members at each meeting, stating that if a board member was not able to make it, notice must be sent via email or a phone call into the office for an absence to be excused; three unexcused absences justify the removal of a board member from their seat.

Homeowners:

- Zoom attendees expressed frustration with difficulty around how the meeting is set up and difficulties with their zoom account. K.Vogel offered for them to come into the office and test it out, R.Whitson seconded this notion offering a fake impromptu meeting to test it out.
- Residents in attendance asked about the amount of people not paying their dues as well as the process for what happens when the dues go unpaid. R.Whitson answered with 35% not current with their dues, the number was smaller before covid. K.Vogel went over the process the board is currently taking to catch people up.
 - They also expressed concern about road repairs costing residents more when the new development uses the roads as well. R.Whitson and K.Vogel explained the road agreement process and assured them that the new homes will, in fact, be paying their share to repair/maintain the roads.

Meeting Closed at 7:43PM

Peaceful Valley Country Club Regular Meeting

09/21/21 • 7:04PM

Roll Call: Rebecca Cayen, Richard Whitson, Amber Davis, (excused late) Crystal Davis

Excused Absence: John Horsmon

Additions, Deletions & Changes: none

Minutes:

- *R.Whitson moved to approve the minutes of the August 17th regular meeting, A.Davis seconded; the motion passed with majority approval, one abstention.*

Reports

- Treasurer: Report read by R.Whitson. *R.Whitson moved to approve the August check register, A.Davis seconded; the motion passed unanimously.*
- Manager:
 - *K.Vogel reviewed the manager's report including:*
 - *Complaints: including difficulty reaching someone who is encroaching on the greenbelt, she will be sending a letter via certified notifying them of their fines and a forthcoming lien.*
 - *There was discussion regarding a property that improperly replaced a culvert despite being informed of the permitting process; they were fined \$500. The board decided that if the culvert was replaced appropriately, the fine would be lowered to \$100. K.Vogel will send them notice.*
 - *K.Vogel will include culverts in the next newsletter*
 - *K.Vogel asked for a closer and opener for an event on September 26th. Rebecca and Richard said that between them they would be able to close at 11PM.*
 - *A resident called in to inform the association about a prowler, he was caught taking photos of their house, he was in his late forties, early fifties caucasian man in a dark blue honda accord.*
 - *Clear Valley barricade: R.Cayen and R.Whitson reviewed the issue and decided that another ecology block would be better than the boulders that were there. K.Vogel will order and get the ecology block ordered and shipped.*
 - *K.Vogel informed the board about an emergency bathroom repair that happened over the weekend, the invoice was paid with the credit card by accident (maintenance was not aware of the rules around that), and that it would be handled properly in the future.*
 - *The issue with the barrier at the end of Peaceful Valley is not on our property, and Jack Hovenier and Red Mtn. has been informed of its existence.*
 - *Lien Placement Recommendation: K.Vogel presented her recommendation for the first round of liens which included the 14 highest owing accounts, of the 14, nine already had liens. She will go through the existing liens to make sure that the verbiage covers future dues, update those that do not and file liens on the remaining 5 without existing liens.*

Committees: No committees have met.

- Roads: The road committee needs to meet to discuss a plan for the annual meeting. R.Whitson set a date for Thursday, September 30th at 6PM. K.Vogel will send out the email.

Old Business

- Covered Patio Update: The post has been put into place and painting of it has begun.
 - Electricity: R.Whitson and Rufino have reached out to electric companies to see about getting the electric boxes at the patio replaced. Lightning Electric came back with an estimate for \$1,777.00 to complete repairs.
 - The board discussed whether or not to have electricity at the patio. There is existing power, but it would either need to be removed or replaced.
 - *A.Davis moved to approve power in the covered patio area and approve the bid of \$1,777.00, C.Davis seconded; the motion passed unanimously.*
- Greenbelt Trees: R.Whitson took the board through the quote from Zender Tree Service, line by line sharing the professional opinion and discussing which trees need to be removed vs. which were still healthy and safe to leave.
 - *R.Whitson moved to approve the quote with the discussed adjustments in the coming weeks, C.Davis seconded; the motion passed unanimously.*
- Annual Meeting: K.Vogel filled the board in on her discussion with Sudden Valley about how they are handling their annual meeting this year, with regards to covid: they have mail in voting and a streamed meeting with just the president and parliamentarian on camera. K.Vogel, with permission from R.Cayen, reached out to the lawyer to get his opinion of what Peaceful Valley is *allowed* to do this year; she shared his response.
 - Following discussion the board decided to go ahead with an in-person meeting where all recommended precautions are taken (masks being worn, socially distanced, arrive early to sign in), and notice is given that this may change depending on state or CDC guidelines.
 - R.Cayen wanted to make sure that the road assessment will be listed in the second mailer.

New Business:

- Bylaws: R.Cayen brought up the fact that the bylaws were written in the 1970s and have yet to get a complete overhaul. With her permission, K.Vogel got a price for re-writing them from the attorney (at most \$2,500, without edits and discussions). Discussion was had around the fact that Peaceful Valley is very different from many other Homeowner Associations and edits to the bylaws, in order to properly cover the needs of Peaceful Valley homeowners, should be done in-house.
 - The board will make an ask for Bylaws Committee members at the annual meeting.
 - R.Whitson encouraged the board to reach out to folks they think will make good board members. A.Davis and J.Horsmon will carry on, C.Little needs to run for her seat; there are two open seats.

Homeowners: N/A

Meeting Closed at 8:24PM

Peaceful Valley Country Club Regular Meeting

10/19/21 • 7:02PM

Roll Call: Richard Whitson, John Horsmon, Amber Davis, Rebecca Cayen, Crystal Davis

Excused Absence: N/A

Additions, Deletions & Changes: none.

Minutes:

- *J.Horsmon moved to approve the minutes of the September 21st regular meeting, R.Whitson seconded; the motion passed unanimously.*

Reports

- Treasurer: Report read by R.Whitson. *R.Whitson moved to approve the September check register, J.Horsmon seconded; the motion passed unanimously.*
- Manager:
 - *K.Vogel reviewed the manager's report including:*
 - *Catch up on complaints, building alarm, meeting with ADT, access to camera app and liens*
 - *Lighting Electric will be rescheduled when available to complete the electricity for the outdoor covered area.*

Committees: No committees have met.

- Roads: See "Review Assessment Options" under "Annual Meeting"

Old Business

- Covered Patio Update: Lightning Electric covered in manager's report.
 - Playground Equipment: K.Vogel has tried to schedule with maintenance to have the donated playground equipment taken apart and moved without luck, J. Horsmon, K.Vogel, A.Davis and J.Moretti agreed to meet on Saturday October 23rd at 3:30pm to take them apart and move them.
- Sprague Valley Blight Property: K.Vogel let them know that about what the Health Department said in regards to the property
 - K.Vogel will work on a spreadsheet of the other blight properties and where they stand to make it easier to track,
 - A.Davis will email K.Vogel about another problem property on Clear Valley Dr. and R.Cayen will send addresses.
- Annual Meeting:
 - Board arrival time will be 11AM. R.Cayen may not be able to make the annual meeting.
 - Agenda order: Secretary Introduction, Budget, Submitted, Vote, Assessment (A.Davis introducing, Road Committee members speaking)
 - Review Assessment Options:
 - The road committee met to come up with their suggestions for a road assessment to be voted on at the annual meeting. The recommendation from the committee is to go forward with an overlay vs. chip and seal. R.Cayen and R.Whitson reviewed the two options presented by the Road Committee:

- Option 1: For Sprague Valley Drive and Peaceful Valley Drive to receive an overlay breaks down to: \$615,000 total, with an assessment of \$1,680.33 per household. Which breaks down to \$336.07 per year over 5 years per household.
 - Option 2: For Peaceful, Sprague, King and Deep Valley Drive to receive an overlay breaks down to: \$874,000 total, with an assessment of \$2,387.98 per household; which is \$477.60 per year over a 5 years per household.
 - The board discussed a potential third option of King, Deep and Sprague Valley being first. R.Whitson will prepare that and send it out for the board to review.
 - The Peaceful Valley Board of Directors would finance a loan to get the work started in Summer of 2022.
 - R.Whitson spoke of wanting to present the problem and the possible solutions and letting the people decide where to go from there. Then the board discussed potential outcomes and how the board would follow up with each.
 - *R.Whitson motioned to present the potential Road Assessment as reviewed in-meeting, J.Horsmon seconded; motion passed unanimously.*
- Budget: R.Whitson sent out last year's budget for comparison, some one-time budget items needed to be removed. The board discussed necessary alterations to the budget line by line. *J.Horsmon motioned to approve the budget as created, C.Davis seconded; the motion passed unanimously.*

New Business: N/A

Homeowners:

- K.Vogel and the board recognized R.Cayen's hard work and thanked her for serving on the board.

Meeting Closed at 8:32PM

Peaceful Valley Country Club Regular Meeting

11/16/21 • 7:00PM

Roll Call: Richard Whitson, John Horsmon, Amber Davis

Additions, Deletions & Changes: add ecology block at the end of Clear Valley Drive under old business.

Minutes:

- *R.Whitson moved to approve the minutes of the October 19th regular meeting, J.Horsmon seconded; the motion passed unanimously.*

Reports

- **Treasurer:** Report read by R.Whitson. *R.Whitson moved to approve the October check register, A.Davis seconded; the motion passed unanimously.*
- **Manager:**
 - K.Vogel reviewed the manager's report including:
 - Updates on complaints
 - maintenance update (someone looking into getting licensed)
 - Furnace needing repair
 - K.Vogel will look into the cost of repair and replacement.
 - Working with PSE to find out the locations of street light units and receive an energy audit.
 - Large pothole on King Valley Dr. that needs filling.
 - *A.Davis moved to hire a previous maintenance company for urgent repairs as needed, until a new maintenance person is found, R.Whitson seconded; motion passes with two in favor, one abstained.*
 - Cars that need towing.
- **Committees:** No committees have met.
 - **Roads:** K.Vogel needs a layman's terms description of the road committee's opinion, as well as questions for the Questionnaire that is going out with the newsletter.

Old Business

- **Annual Meeting Review**
 - Next Steps were covered under the Road Committee section.
- **Board Titles:** The board discussed titles and decided that John Horsmon would serve as Board President, Amber Davis would remain the Vice President and Richard Whitson would stay on as Treasurer. *R.Whitson moved to approve the board titles as listed, J.Horsmon seconded, motion passed unanimously.*
- **Blight Update:** The lawyer has begun to move the lawsuit forward again and is working with the Whatcom County Health Department to see if they would be able to provide dumpsters for the inevitable clean up of the property. If the owner cannot be served in person, he will need to get a judgment stating that they can be served via the US Postal Service.

- Greenbelt Issue (Fall Valley & Paradise): K.Vogel updated the board on the situation there, where the owner of the paradise greenbelt is asking if he can clear a section of undergrowth to have a survey done. A.Davis agreed to meet with him. The board discussed how to best decide the depth of the greenbelt.
- Ecology Block: Previous maintenance was in the middle of removing boulders before K.Vogel would order a third ecology block. The board decided to order an ecology block with the boulders there.

New Business:

- Clubhouse Day Use: K.Vogel and A.Davis have heard of interest in using the building during the office hours. With a sign in sheet, baskets of cleaning supplies and only allowing one group per building section at a time, this shouldn't be an issue.
- December Notice:
 - Newsletter Topics: Clubhouse Day Use, volunteer clean up event, board seats, committees, roads questionnaire, notice of it on the website, email list. Every newsletter should encourage people to send in their up to date contact information.

Homeowners: N/A

Executive Session: The board members entered into an Executive Session at 7:42PM. The board exited the Executive Session at 7:47PM; no decisions were made.

- *R.Whitson will come in and talk with K.Vogel about foreclosures on Friday.*

Meeting Closed at 7:48PM

Peaceful Valley Country Club Regular Meeting

12/21/21 • 7:08PM

Roll Call: Richard Whitson, John Horsmon

Unexcused Absence: Amber Davis

Additions, Deletions & Changes: None

Minutes:

- *R. Whitson moved to approve the minutes of the November 16th regular meeting, J.Horsmon seconded; the motion passed unanimously.*

Reports

- Treasurer: Report read by R.Whitson. *R.Whitson moved to approve the November check register, J.Horsmon seconded; the motion passed unanimously.*
- Manager:
 - K.Vogel reviewed the manager's report including:
 - Updates on complaints
 - One blight property is bank owned with squatters, awaiting payment.
 - Happy Valley Ct.
 - The board decided against placing rocks in front of the stop sign along the road.
 - Special circumstance around a family member residing in an RV on the property was shared. The board determined that, per the bylaws and precedent set, the family member can stay for 3 months.
 - Maintenance Update: The person who was interested in the position is no longer responding.
 - Furnace Repair Update: Furnace has been repaired. The blower motor was replaced on warranty due to installation error. The ignitor switch was replaced without prior approval, K.Vogel informed the manager of such.
 - Towing Cars: Seeking approval from the Whatcom County Sheriff's Dept. to get the cars towed.
 - Ecology Block for Clear Valley
 - EWRRC Email: They are asking to use the parking lot on May 21st, to post signs (K.Vogel responded not to post at the entrances), they also requested to use spray paint to show parking spaces (K.Vogel asked after the paint to be used.)
 - The board approved working Thursday the 30th, instead of the 31st.
- Committees: No committees have met.
 - Roads: K.Vogel gave a brief overview of the response to the information received so far in regard to the information sent out with the Newsletter.
 - Events: Potential events for 2022: 4th of July, Clean up Event- both of these are dependent on the situation with Covid.

Old Business

- Road Cost: R.Whitson reviewed the history of the road agreement. There was discussion around starting to charge now, versus waiting until a decision was made on a road assessment. Next steps for the road agreement would need to be a meeting between Richard, John and Jack after. K.Vogel will arrange a meeting for R.Whitson and J.Horsmon to meet with Jack Hovenier.
- Clubhouse Use Update: The clubhouse is open for day use while the office is open. There is a group preparing to use the building every Wednesday in the new year.
- Playground Upgrade: There are potential bids coming in to install the playground equipment and the new front gates.
- Newsletter Update: The newsletter went out, responses and payments are coming in.

New Business:

- Patch Repair Quote: The current temporary maintenance company will be asked to fill in all the potholes on Sprague and elsewhere.
- Snow/Weather Update/ check-in: With snow coming the board discussed opening the taps so that no pipes freeze in the exceptionally cold temperatures. J. Horsmon will touch base with A.Davis to keep our Snow Plow company informed and ready to come out as soon as possible.

Homeowners: N/A

Executive Session: Entered at 7:39pm. Discussion was had regarding the blight property on Sprague and Office Management Contract, no decisions were made. Executive session ended at 7:47pm.

- *R.Whitson moved to approve the contract with Kelly Vogel as presented with adjustments to the amount paid to be discussed and altered later, J. Horsmon seconded; the motion passed unanimously.*

Meeting Closed at 7:49PM