



SCOTT LAKE MAINTENANCE COMPANY

BOARD OF TRUSTEES

November 21, 2024

6 pm – 8 pm

Zoom and in the Community Center

Called to Order at 6:02 pm

Roll Call – Board of Trustees Present:

- Eric Riffe • Theresa Parsons • Judy Zygar • Tom Culleton • Mike Pierce • Jim Johnson
- Julie Orcutt • Jeff Curry

Board of Trustee Absent:

- Sarah White (Excused)

Pledge of Allegiance

SLMC Member Comments and Board Responses – 30 minutes, 3 minutes per member to speak.

Dennis Caines let the board know that the boat races are scheduled for April 12th and looking at getting an old fire truck and a limited hydro plane for display.

Adoption of Agenda:

President

MOTION: Jim Johnson moved, and Mike Pierce seconded to adopt the agenda as presented. The motion passed unanimously.

Minutes Approval:

President

MOTION: Mike Pierce moved, and Theresa Parsons seconded that the minutes be approved with amended grammatical corrections. The motion passed unanimously.

Old Business:

- **Day Wireless - Eric**
Eric signed off on the Day Wireless paperwork that was sent to the office so that they could get the necessary permits from the county to perform repairs on the cell tower.
- **Compliance Letter – Eric**
Eric sent the new compliance letter to the attorney, who is currently changing it. The revised letter should be ready for the next meeting.
- **Park Update – Penny**
The new pole will be placed in the park on November 26th. South Sound Systems' quote to install the cameras and Point-to-Point Radio Kit is \$3,157.00.

MOTION: Eric Riffe moved, and Julie Orcutt seconded to approve the \$3,157.00 to have South Sound Systems install the cameras and radio kit. The motion passed unanimously.

- **Plant Containment Chemical Equipment – Theresa**

Theresa is still working on what is needed and will bring recommendations to the December board meeting.

The old riding lawn mower is still at the plant. Last year, we listed it for sale on our Facebook page and website and did not get any offers. After listing it again on Offer Up, we got one offer of \$500.00.

MOTION: Jim Johnson moved, and Julie Orcutt seconded to sell the mower for \$500. The motion passed unanimously.

- **Park Camera Policy & Procedure Update – Jim**

Julie researched the camera policy, and the committee chose to start over and rewrite it. We will present the new policy and procedures to the board at the December meeting.

- **Park Bathrooms – Jim**

We have been looking at different options for the bathrooms. Jim went to the county to discuss what steps would need to be taken for remodeling and replacement. They were not very helpful in answering his questions.

New Business:

- **OrgSupport Billing – Judy**

We met with OrgSupport, a non-profit company that can provide billing support similar to NW Water. There are still things we need to look into. NW Water is our Water Certifier. OrgSupport seems to be more transparent. They are located locally, and people can drop off their payments at their building using a Dropbox. NW Water's communication is lacking, and their support paperwork for posting is constantly changing, so OrgSupport will be more transparent. OrgSupport is a non-profit organization, and NW Water is for-profit. OrgSupport fee is similar to NW Water, where NW Water charges our residents for any changes; sell a property, there's a fee; if they make an adjustment, they charge, so they have a lot of add-on fees. OrgSupport would make those changes at no charge, making it less expensive than NW Water. There would be some transitions if we were to switch, like locking someone's water off and putting a shut-off notice on someone's door prior to locking off.

When NW Water became our Certified Water Operator, we had a contract for that service, and then an addendum was added to do the billing. They are tied together but are two separate items of work. When talking to Kevin Odegaard, he didn't feel it would be an issue.

- **Community Center Floors & Paint – Eric**

The first quote submitted by Empire Today included two different flooring costs, making the original quote \$ 46,746.30. When they resubmitted a new quote, the flooring cost was \$28,554.89.

MOTION: Theresa Parsons moved, and Jim Johnson seconded to select Empire Today to replace the floor in the community center. The motion passed unanimously.

The community center will be closed for construction from January 17 to February 4, and no rentals will be scheduled on the weekends until all work is completed.

Committee Reports:

- **Events Committee – Sarah White:**

Photos with Santa:

Photos with Santa is on Saturday, December 14th, from 4 pm – 6 pm. The committee accepts donations for clean, new, or gently used toys. Each guest in attendance will receive a raffle ticket. There are 25 kid prizes and 15 adult prizes. Treats like baked goods and cocoa will be served in the kitchen area throughout the evening.

Battle of the Lights:

The Battle of the Lights will be held on December 20th. No sign-up is required, but all participants' lights must be turned on by 7 p.m. Members of the Events Committee will be the judges, and gift cards will be issued to the first, second, and third-place winners.

- **Water Committee – Theresa Parsons:**

KCL is replacing meters over the next month, so if you see a white truck that says KCL, that's our contractor. We will post something on social media to let the community know. We will be having training for the new radio-read meters and software on January 7th and 8th next year.

- **Finance – Judy Zygar:**

The finance committee met on Monday, and we are working on a standardized numbering system for the policies and procedures. We have a Teams meeting scheduled for November 22nd with our financial advisor. We will transfer an additional \$200,000 from the water reserve to invest. We will meet with RCAC to set up the inventory, and then the audit will continue.

- **Compliance – Jim Johnson:**

No new complaints have been submitted.

- **Communications – Julie Orcutt:**

I've sent Penny a couple of articles for the newsletter and will put something together to let residents know that KCL will be out replacing meters.

- **Governance – Mike Pierce:**

We are still waiting to hear back from the Parliamentarian. He has been out of town, but Theresa will give him another call to check the status. The Governance committee has been working on its own policy and procedures. We are finalizing a few of them to bring to the board. We meet twice a month instead of once a week. We would like to get at least two Town Halls in before the elections.

- **Parks & Rec – Jim Johnson:**

We will have the Parks Camera Policy and Procedures for the December board meeting. We've rescheduled our January 1st meeting to January 8th and moved our meetings back to 6 p.m.

Adjournment: 7:03 pm

DRAFT