



SCOTT LAKE MAINTENANCE COMPANY

BOARD OF TRUSTEES

July 17, 2025

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 • Jim Johnson
- Mike Pierce • Sarah White • Julie Orcutt

Pledge of Allegiance

Adoption of Agenda:

President

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

Minutes Approval:

President

MOTION: Mike Pierce moved, and Tom Culleton seconded, to approve the minutes as presented. The motion passed unanimously.

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

Dennis Caines said he received a text message from a resident who was concerned about people parking along the road at the park and using the barbecues.

The Board responded that since we only experience about ten hot days each month, and people are looking for shade, they do not consider it a significant problem. If the parking lots are full, those shaded areas may be the only available parking spots.

There is no burn ban for barbecues. When people bring charcoal briquettes to grill at the park, they leave them there until they cool and then remove them.

Old Business:

Camera Pole/Solar Camera – Eric

We have not heard back from the vendors regarding the pole or the solar camera.

New Business:

Park Incident – Eric

On July 2nd, at approximately 6 PM, a serious incident occurred in the park involving a resident and a non-resident, who were not accompanied by any community members at the time. We have

since provided the surveillance video footage to the sheriff's office for their investigation, as well as to the resident involved in the incident.

I specifically instructed Penny to refrain from releasing the video to the non-resident who visited the office today, as his status as a non-resident precluded him from having access to such information. This decision was made to ensure the integrity of the ongoing investigation.

A family was walking when an individual accelerated past them and began to shout. This individual subsequently contacted another person, who also arrived quickly. Both individuals exited their vehicles and started yelling at the family as they entered the park. Moments later, a resident emerged from the park, leading to a physical altercation between the two individuals. Following the cessation of the fighting, one of the young adults involved in initiating the incident contacted the sheriff's office.

In response to the situation, seven sheriff's deputies arrived on the scene within moments of each other, demonstrating the urgency with which law enforcement is addressing incidents within the park.

EC-SBC Application – Department of Health – Approval to Submit Application - Theresa

Teresa: Submit a grant application to the Department of Health for up to \$200,000 for PFAS treatment planning.

The funds would cover a feasibility study, hydrogeological analysis, and design work, with the possibility of additional grants for construction if needed. Theresa explained that while the current grant request is for \$200,000, they expect only to need around \$150,000, and emphasized that all costs must be documented for reimbursement. Theresa noted this was a rare opportunity for grant funding that might not be available again.

MOTION: It was moved by Theresa Parsons, seconded by Eric Riffe to authorize Scott Lake Maintenance Company to apply for up to \$200,000 of Emerging Contaminant Small Disadvantage Community Grant money for planning and design, PFAs, alternate analysis, swamp and the design and all sub consultant work necessary, such as, Hydrogeologist and other consultants that will be necessary to complete bid ready package. The motion passed unanimously.

Tower Genius – Theresa

The Board discussed the renewal of the T-Mobile contract, which is currently at a rate of \$266 per month and is set to increase to \$300 per month in 2028. We recently had a meeting with David Wiener from Tower Genius, who specializes in negotiating these types of contracts. He believes we are being undervalued and that we could secure a better deal.

The Board decided to engage Tower Genius to negotiate a more favorable contract. This will involve a \$1,000 upfront fee and a potential signing bonus, which could total \$6,000 over the first

six months. David also mentioned that it is pretty standard to request a signing bonus; if he can negotiate that successfully, it would go towards his fee, allowing T-Mobile to provide us with a larger allotment as well.

Although this negotiation won't take place for another three years, the Board would prefer to get the contract signed off.

MOTION: Theresa Parsons moved, and Jim Johnson seconded to enter into an agreement with Tower Genius to negotiate on our behalf with T-Mobile for upping the negotiations for T-Mobile and having our President sign the contract. The motion passed unanimously.

Park Gates – Eric

The Board discussed the cost and placement of the six warehouse-style gates around the park and at the community center, estimated at \$21,000. Eric will bring a formal quote to next month's meeting. However, concerns were raised about who would manage the gate locking system.

Park Shelter Rental Policy Updates

The Board focused on reviewing and revising park shelter rental rules and policies. The Board highlighted several missing or outdated items, including credit card information storage, alcohol and drug restrictions, and damage liability clauses. The group agreed to clarify rules around fireworks, with an exception for July 4th, and discussed adding language about damage responsibility. Julie will review and make changes for the next Board meeting.

Park Fence Repair – South Gate Fence Quote - Penny

Addressed issues with the park fence, noting several broken sections that require repair. Once the quote comes in, Penny will schedule the repair.

OrgSupport - Billing System – Theresa

The Board discussed transitioning billing services from Northwest Water Systems to OrgSupport, explaining that the change would be more cost-effective and better suited for nonprofit operations. Theresa clarified that while there would be some initial inconvenience as customers update payment information, the new system would reduce errors and improve data collection through radio reads. The Board also addressed concerns about water usage increases after meter replacements, explaining that older meters often underreport usage, and confirmed that payment plans would be transferred to the new billing system.

Tina Gephart inquired about the procedure for transferring a payment plan from NW Water Systems to OrgSupport. Theresa stated that this matter would be addressed on Tina's behalf by Scott Lake Maintenance Company.

Committee Reports:

Events Committee – Sarah

Sarah discussed the Community Garage Sale on August 2nd and National Night Out on August 5th, which will feature school supply distribution, a magician performance, and a car show, replacing Leslie's band due to an ill band member. Sarah also announced her resignation from the board due to work commitments, though she will remain involved in committees.

Theresa expressed her gratitude to Sarah for her commitment and dedication as a member of the Board. She highlighted Sarah's active participation in meetings, her thoughtful contributions during discussions, and the significant amount of time she invested to ensure the Board's success.

Theresa announced that Jyll Jones, a former Secretary of the Board of Directors and Executive Secretary of the Scott Lake Management Corporation (SLMC), has passed away. Jyll was a valued member of the Scott Lake community for over 35 years. She stepped up to help when the community needed support, and we appreciated her contributions to the Board. We will miss her greatly.

Water Committee – Theresa

The Board received \$36,000 from a class action lawsuit settlement against 3M, which the Water Committee requested to be rolled into the professional services line item to hire an engineer for required planning work and distribution system replacement. Theresa explained that the project would cost 5-6 million dollars and take years to complete, with funding likely coming from loans and internal sources rather than grants. The Board discussed water conservation measures and the potential for mandatory odd-even watering schedules, while also considering a cautious approach to planned water system flushing to avoid overstraining the fragile system.

Financial Community – Judy

Judy informed the Board that \$296,000 was transferred to investments, bringing the total investments to \$2,258,325.65, and emphasized the community's fiscal responsibility despite budget concerns. They addressed a delay in profit and loss statements due to other priorities but committed to improving efficiency.

Architectural Committee - Eric

Approved an application for the installation of solar panels on the rooftop of a residential property located on Champion Dr SW.

Compliance Committee – Jim

A formal complaint was submitted concerning a residence that is currently burdened with multiple vehicles parked on the property, significant overgrowth of weeds and unkempt vegetation, as well as an alarming rodent infestation. The board plans to consult with the attorney to explore potential

actions and legal remedies that can be pursued to address these ongoing issues and ensure compliance with community standards.

Communications – Julie

Currently focusing on the development of policies and the preparation of new residence packets to streamline processes and improve resident engagement.

Parks Committee – Jim

The 4th of July celebration went smoothly, with only a few minor issues. The fence sustained some damage, and someone exploded the Sharps container. Aside from that, cleanup was easy, thanks to SLAMS and the Events Committee for their help. We were finished and out by 10 o'clock.

Community Water Rights

The Board emphasized that while the lake is classified as a public water body, the surrounding access points remain privately owned, highlighting the distinction between public resources and private usage rights.

The Board addressed growing concerns regarding the circulation of negative comments and misinformation on social media platforms. They emphasized the importance of maintaining respectful and constructive communication within the community. Board members encouraged residents to seek clarification directly through official channels, reminding them that if they have uncertainties or questions, it is more effective to contact the office rather than posting inquiries on Facebook, where responses may not be accurate or timely. This approach aims to foster a clearer understanding and promote positive dialogue within the community.

Eric emphasized that community members have the right to inquire and obtain information from staff on various matters. However, he made it clear that such inquiries should be conducted respectfully and courteously. Rude, aggressive, or threatening behavior towards staff will not be tolerated under any circumstances. If such conduct occurs, staff members are fully authorized to ask the individual to leave the premises, and they will report the incident to the Board for further review and action. It is essential to maintain a constructive and respectful atmosphere for effective communication and collaboration within the community.

8:04 – Adjourned for Executive Session to discuss personnel

8:34 – Meeting resumed from Executive Session

MOTION: Theresa Parson moved, Jim Johnson seconded, to give Brian Bowes a 3% cost-of-living raise and a 2% pay raise. The motion passed unanimously.

MOTION: Theresa Parson moved, Jim Johnson seconded, to give Penny Dorr a 3% cost-of-living raise and a 2% pay raise. The motion passed unanimously.

MOTION: Jim Johnson moved, Julie Orcutt seconded, to give Jacob Larson a 3% cost-of-living raise and a 2% pay raise. The motion passed 6 yes and 2 abstained.

Theresa Parsons and Judy Zygar both abstained from voting regarding Jacob Larson's salary increase due to a conflict of interest stemming from their familial relationship.

MOTON: Sarah White moved, and Jim Johnson seconded, to have the pay increases be retroactive to the beginning of this fiscal budget year. The motion passed unanimously.

Adjourned 8:37

DRAFT