

# OHA Board Meeting Minutes

Jan. 12, 2026

10:00 AM

## I. Roll Call:

In attendance: Bob Burke, Susie Frank, Mark Hanson, Mike Shivers, David Turnoy

Absent: Joanie Knipe

Guests: Lee Goodwin, Candace Krick, Bob Krick, Robert Dashiell, Nancy Wang

## II. Call to order:

## III. Open forum for members (15 minutes)

Nancy Wang: No questions for HOA

Robert Dashiell: Robert feels the special Board meeting called for Dec 3, was not in compliance with HOA Board rules, that an Advisory Committee Chairperson cannot call for a Board vote.

Mike and Candace indicated they believed it to be a vote for a request for the committee to move forward and not a Board vote.

Time called for open forum

Board opted to table discussion of December 3 meeting to next meeting.

## IV. Approval of minutes from special meeting of Dec. 3, 2025, postponed until next board meeting.

## V. Treasurer's report: Mike

Reserves: CD \$131,149 .... Savings- \$45,634 - Total \$176,782

Operating Account- \$27,856

Dues pending - \$13,128 (\$1,205 90+ days over)

## Expenditures of \$500+

Greenspar (tree removal)- 1). \$1,625.25

2) \$ 758.45

3) \$1,408.55

## VI. Old business

A. Map – Robert Dashielle has completed the “map” part. Bob Krick should have name & contact complete this week. David offered to help review for accuracy

### B. Trees

1. Mark and Bob re: trees on OHA property

2. Hazard trees on private property, e.g., Walker – precedent, consequence

Bob cautioned Board Members when speaking or in action with OHA members that Board members are clear with Homeowners, what is on behalf of the Board vs. personal. Items discussed on behalf of the Board should be presented at the Board meetings so as not to appear as or to be used as a tool to step around existing rules.

He suggested that though we need to continue to encourage homeowners on property and forest management, the Board should not be telling homeowners what they must do with their trees or on private property, cautioning this could set precedent and/or have potential consequences. The OHA is the largest property owner in the Association and we as a Board should focus on maintaining our community forests and roadways before Homeowners' private properties.

- C. Roads – condition, next paving - Primary roads seem in good condition and chip seal may not be necessary before 2028. We do have several outer edges throughout the Association (Switchback, Tall Trees, Colorado) that have not had regular maintenance and will need attention sooner rather than later. Bob will put together an inventory with recommendations to present to roadwork company for a budgetary proposal. Bob also suggested a committee to develop a comprehensive road plan, to include the maintenance of our “highway” and common areas. Plan should include a complete history of projects, inventory of the OHA owned roadways and common areas, alongside a funding plan for our roadway maintenance that would be complimentary to our Firewise program and needs.

#### VII. New business

- A. Meeting dates for 2026: January 12, March 9, May 4, June 25 (annual meeting), July 13, September 7, and November 9. Dates for the other months could be Feb. 9, April 6, June 8, Aug. 3, Oct. 5, and Dec. 7. Dates agreed, David will see about having dates added to website.
- B. New board member still needed
- C. Mailchimp platform - we will keep Mailchimp platform

#### VII. Committee reports: Tabled to next meeting with Joanie's absence

- A. Governing Documents: Will dig into this at February meeting, but here is summary of meeting on Jan. 6:
  - 1. Reconcile Map to Patty's Contact List and Billing list: Conclusion: 121 lots, 113 Lot owners. 8 lots owned by someone with multiple lots. Mike will make one last check with a lot owner to assure he owns 2 lots and not 4. Upon receipt of this info, Joanie will complete updates to Patty's contact list and will send it to Patty by the end of Jan. This information will be added to our governing documents.
  - 2. Consent forms. Complete: 105, In Process 4, People Traveling 2, and No response 2. Suzey's Update on those who require US Mail: 11 require USPS. Of those, 5 want all USPS because they don't use computers. 6 will take email but want USPS for big and financial announcements also. Target completion is [Jan 31](#) for all information. This information will also be added to Patty's spreadsheet and given to Patty by the end of Jan.
  - 3. The Gov Docs committee reviewed each of the new 2026 WUCIOA requirements with OHA proposed processes. We voted on and agreed to 7 of the 8 to move forward. We

have questions for the attorney to help us define emergencies before moving forward on the last item.

4. We developed a table of responsibilities based on new requirements which will be presented to the board at the February meeting.
5. Update on reference check on John Burleigh. 2 reference checks scheduled. Working on date/time of last one. Will complete by end of Jan.
6. Communication update on new laws passed for 2026 WUCOIA to lot owners. Bob and Candace volunteered to write this communication and pass to committee for approval. Upon approval, we will forward it to David and Mike for approval. Will complete by the end of Jan.
7. We will ask the attorney if we are required to publish the gov doc meeting dates to the HOA along with Board meetings. If not, we will determine important information to be shared with lot owners and determine if we should share it in a communication or an open meeting. Both actions will be shared with David.
8. Bob Krick and I asked Chris Graham if we need to notify PST that we may utilize John for the governing documents. He said that we don't have an obligation to notify PST but also that this doesn't mean that we completely pull away from PST.
  - B. Noxious Weeds: Candace indicated the hired crew did one day of holly removal, but there is still a patch to finish, plus a new large patch was discovered
  - C. Firewise: Mark will reach out to Fire Chief to determine if evacuation route via Holding's property would be safe option. No additional contact with Eli Cross.
  - D. Architecture:
  - E. Nominations:
  - F. Maintenance (includes roads): Road survey?

VIII. Good of the Order: None

IX. Next meeting: Feb. 9

X. Adjournment: - Meeting adjourned 11:40am

Material from the end of the agenda from a previous meeting (Mark, Joanie, and Brian):  
Are there any HOA rules or ways to enforce property owners to clean up large amounts of hazardous wood debris or standing dead trees?

Should we contact property owners on the outside perimeter of our HOA to see if they want to get involved somehow with our fire mitigation plans / information? I was thinking about including the Vusario neighbors, the Youngren successors and possibly other neighbors on the other side of Olga adjacent to the Highlands.

Should we coordinate FW efforts with the Noxious Weeds Committee?

Should we set a date with Victor Hartney at the fire station to talk about being ready for wildfires for the Highland community and wondered if we should include/invite other possible interested neighborhood associations? I think Brian said we could invite the Buck Mountain HOA / community possibly. And I think we could invite the Vusario, Holdings, and other side of Olga property owners.

Update FW policies to be included in CC&R to add to the Governing Documents about wildfire preparedness, e.g., cutting down trees and controlling brush, shrubs and tall grasses.

Thought it might be helpful to put together a small group of FW volunteers who could help some of our older/less able residents with some of the site work and so on. Does anyone know any HOA individuals who may be willing to help out directly with the FWC team who would be willing to lend some helping hands during the burn pile days / etc?

From Candace: Legislation was passed (RCW 64.90.512) which references the building ignition zone (buildings and surrounding area up to 200ft from foundation) in which HOAs cannot prohibit or restrict the establishment and maintenance of a fire buffer within the building's ignition zone. Fire buffer is not synonymous with clear cutting; it involves the thinning and managing of vegetation which does includes some trees but not the elimination of trees in this zone.

I met with Victor Hartney the Orcas Wild-Fire Specialist and he said Spring 2026 would be best to have a Fire-Wise Workshop at OIFR Station 21 for our Highlanders community and surrounding neighbors.

- We could probably have several other specialist also speak about mitigation and preparedness.
- I also think we should ask Jason from San Juan County Noxious Weed Control to give a presentation.

I rescheduled the HOA Commons Fire-Wise land assessment with Bud Westscot from the DNR for [Tuesday 1/27](#) because Bud had to cancel the 12/17 appointment due to the December flooding. Bud's ferry is supposed to arrive at 8:30am on 1/27 and I suggested we meet at our Highlands mailboxes around 9:00am if anyone is interested.

I installed the HOA Burn Pile sign but I have not put a new lock on the entrance. (Bob Burke wanted to check with Washington Water before a lock was installed)

Perhaps there's another way to deal with our burn pile (?) so I signed up for a Bio-Char Kiln Workshop on [January 25th 10am-3p](#) - it's a low-emission kiln burn workshops, where participants will learn how specialized kilns dramatically reduce emissions while producing biochar – a highly stable source of carbon and an excellent soil amendment.

Here's where you can sign up if you're interested in attending: <https://www.sanjuanislandscd.org/kiln-workshop>

Eli Cross the caretaker for the Holdings property (AKA Youngrens property) took Robert Dashiell and myself to see if their road could be used in-case of an emergency. We found the gravel road is one lane and seems to be in good shape to drive Non-4WD all the way to Olga Road. Advantageously this evacuation route would most likely be used during our drier months. Here are a few things to consider regarding this option:

1. We should get Fire Chief Chad Kimble to evaluate this evacuation route to make sure it's safe.
2. We will need to get a consent no liability agreement with the Holdings (the property owners).
3. We would need to hang a few directional road signs to clearly mark the evacuation route.

4. Do we need to form an evacuee convoy and have a lead vehicle?
5. Do we need to have communication system or devices other than mobile phones e.g. hand crank siren, evacuation signs, or walkie talkies?
6. If there is a threat from a wild-fire and everyone heads down our main thoroughfare, which way do we turn on Olga so we don't head in the wrong direction?
7. I looked for a way to sign up for Reverse 911 Alerts from San Juan County <https://www.sanjuancountywa.gov/List.aspx>. and found there wasn't any available but I did find out that KIXP 102.3 will broadcast emergency alerts
8. There is the myAlerts app for mobile devices available through Apple and Google Play.