**Wolf Laurel Road Maintenance & Security Homeowners Association**

**Minutes of the Meeting of the Board of Directors**

**November 15, 2019**

The meeting was called to order by President Kessler at 10:00 A.M.

Directors in attendance in person: Stone, Simmons, McMillan, Parker, Kessler, Jantzen, Carrigan

Directors in attendance by phone: Klumpp

Staff in attendance: Connor, Porche’, Wyatt

Audience: 4 in attendance

**Approval of Consent Agenda**

1. Approval of October 18, 2019 minutes
2. Receipt of Road Staff Report – see attached
3. Receipt of Security Staff Report – see attached
4. Receipt of ARB Report – see attached.

Upon motion made and duly seconded,the Consent Agenda was approved.

**Finance Report:**

**Report on financial condition as of October 31, 2019: Louise Wyatt**

Difference on balance sheet:
The cameras at the Preserve gate increased the assets and added Preserve A/R.

2019 Collections:
97% of homes have been collected and 80.9% of lots have been collected.

Budget:
Road maintenance is at 72% of their budget and security is at 75% of their budget through October 31, 2019.

Comparing October 2018 to October 2019, road maintenance is 13% more than this time last year and security is the same as this time last year. Both are within their budgets.

Report on Special Road Assessment Payments Received to Date**:**

Wyatt reported payments received as of October 31, 2019 were $246,937.50. WLRMS had 383 (68%) homes which amount includes voluntary support, several in amounts more than the special assessments as well as voluntary support of 12 lots. Blue Mountain had 48 (45%) homes contribute. Ridges had 8 homes and the Preserve had 2 homes to contribute. Seven businesses have contributed. November receipts total $5,105.00 so far.

**Treasurer’s report on reconciliation of accounts: Ron Stone**Stone reported that he has reviewed the reconciliations and bank accounts. Upon motion made and duly seconded the financial report was approved.

**Finance Committee: Ron Stone and Caron Jantzen**2020 Budget - The board discussed adjustments to employee compensation, facilities, and reserve money. (The November work session was devoted to detailed discussion of the 2020 budget.) A motion was made to approve the 2020 budget as presented. The motion carried.

2019 Budget – The board discussed availability of cash to fund the Hampton Gap site prep work, RMS office building maintenance and gate house re-roofing and interior improvements.

**Roads: Steve McMillan**McMillan reported the air compressor at the maintenance shop failed and will need to be replaced, requested guidance on disposal of brush at the Hampton Gap site, responded to concerns that gravel on WL Road was not harmful to the road and will be reduced in time, and reported that he was contacted by Mountainside Townhomes about WLR plowing their roads.

A motion was made by Parker and seconded by Stone to approve the air compressor as an equipment purchase out of the road equipment reserve for $1,200 plus taxes. Motion carried.

A motion was made by Simmons to chip the brush than can be chipped and haul off what cannot be chipped from the Hampton Gap site as opposed to burning. Parker seconded. Motion carried.

Kessler reviewed the maintenance facility options. The existing location is being listed for sale at $199,000, a price well beyond WLRMS’ current abilities and is being marketed to developers who may be interested in developing the property. The cost of acquiring the property would also include acquisition costs. We presently park equipment and store materials using the existing structures which are not in good condition. If purchased, we would need to budget to shore up or replace the existing structures. The owner of the property has agreed to permit WLRMS to remain until April 30, 2020 for a fee of $500 per month. We continue to talk to the owners about purchasing the property. Board members and staff have visited multiple other possible alternative sites. The site that appears to be the best is where WLRMS intended to move its salt operation, which could be expanded to accommodate all of our needs. To prepare any alternative site will take six months, weather permitting and assuming availability of manpower, equipment and funds.

Upon discussion, the board decided to proceed on parallel paths, to continue to pursue attempts to purchase the existing facility at an acceptable cost, and to continue alternative site evaluation by addressing concerns raised by board members and community members, obtaining firm costs, addressing aesthetics among other factors.

**Security: Lloyd Parker**A motion was made by Simmons and seconded by Stone to ratify the expenditure of the installation of sensors in the road at the front gate in the amount of $3,924.61 as security equipment out of the security equipment reserve. Motion carried.

**WLPOA Liaison: Larry Veatch**

Veatch reported there was discussion at the POA meeting about the creek work that had be done by Orville English, Carl Larabee is now the Chair of the Facilities Committee, there will be no December POA meeting and along with the digital copy available on the POA website, a hard copy of the TOB will be available for purchase through Amazon.com for $8.00.

**ARB:** ARB report see attached.

**Old Business**

Approval of year-end 2019 facilities repairs – A motion was made by Parker and seconded by McMillan to approve $25,000.00 for the Hampton Gap site prep for salt storage and $10,500.00 for gate house roof and interior as capital repair expenditures coming out of cash on hand. Motion carried.

A motion was made by Parker and seconded by Stone to give Facilities $1,500.00 authority to do necessary maintenance on the RMS office building. Motion carried.

**New Business**

Communications Tower – Lloyd Parker
Parker explained that there is a problem with communication on the Yancey side of WL. Both roving patrol and the road crew along with Ebbs Chapel Emergency Services and the Sherriff’s Dept. cannot communicate with the Madison county side of the mountain when they are on the Yancey County side because of the communication black out zone. A discussion followed concerning the covenants and employee and resident safety. The board directed the Security Committee to proceed with investigating the addition of a communication tower and directed the Communications Committee to write a communication to the community about the need for a tower.

A motion was made by Simmons and seconded by Jantzen to put a cautionary sign above Hampton Gap on WL Road to be installed after appropriate notice to the community. Motion carried.

**Audience Comments**:

The board received comments and questions about electronic pollution from cell towers (in particular 5G), the maintenance shed location, the status of an ARB matter on Valley View, the status of the Schlitt’s property annexation and a request to send email blasts for the POA’s winter events.

Kessler reported that no recent contact has been received from Frank Schlitt and said WLRMS is still actively working with the Schlitts. She offered to send an e-blast to all property owners for the POA. She noted that the ARB is aware of the wood shed and arbor on Valley View Road, and that the board does not become active in ARB matters until an appeal is requested.

The board received a letter from a concerned property owner alerting the board of a contractor who is a registered sex offender and asked if the board could exclude this contractor from entering Wolf Laurel. Kessler explained the individual in question enters our community at the invitation of property owners who hire him to do work on their properties. Because he is an invitee of an owner the board has limited rights to interfere with the hiring of contractors by property owners. Kessler encouraged all owners to use free on line sources to check references, licensing, better business bureau complaints, and perform a simple background check of the workers they invite into their homes.

Next board meeting: Work Session December 11, (includes closed session on Employee compensation) Board meeting December 20

The public meeting was adjourned.

In executive session the board discussed a request of a contractor concerning accessing a construction site in The Preserve using Wolf Laurel Road instead of the established construction gate entrance for The Preserve construction. The board declined the request and set the amount of the fine per load for the past deliveries. Respectfully submitted by David Pendleton, Secretary

**Wolf Laurel Road Maintenance
Monthly Report
November 6, 2019**

Since last report

Roads:

* Road Maintenance crew has mowed the road ways and are finished mowing for the year.
* Road crew has started installing the straw mating on the Wolf Laurel Road ditch line. We are having to work on this in the spare time we have from getting the mountain roads ready for winter.
* Road crew has started blowing leaves to keep ditch lines clean, this will take place over the next couple months.
* In the last month Wolf Laurel has received 7.25 inches of much needed rain to help with the dusty roads and fire danger.

Equipment:

* The motor on one of our salt spreaders has locked up and will have to be replaced. This motor was replaced in December 2017 for around $450. All other snow removal equipment has been serviced and in in good working order.
* Purchased two sets of snow tires for plow trucks cost was $1,486.92.
* Need to purchase a space heater for shop to use during snow removal. Cost for a space heater is approximately $350.
* Talked to the mechanic last week and he is going to let me know when he can schedule the repair on the Ford dump truck.

Fuel Usage:

* On road diesel: 88.5 gallons, cost $254
* Off road diesel: 275.2 gallons, cost $635.71
* Gas: 128 gallons, cost $340.48

**Security Report
November 6, 2019**

Staffing
 Fred Buck is back and working his shift.

Upcoming Events
 Ski Season??
 Big Bald gate is closed.

Gate Trends
 Barcode Lane – 7253
 Guest called in – 2731
 Workers & Guests – 832
 Preserve – 91

Rover Trends
 Roving Patrol has run 2599 miles at a cost of $330.97.
 Winter tires have been put on the Jeep. Will need new street tires in the spring.
 Truck tires will be changed in coming weeks.

Ambassador Program has shut down as of November 3, 2019.
From Friday, April 26th through Sunday, November 3rd, there were 102 cars that wanted entrance into Wolf Laurel. Seven packets were given out.

**ARB Report**

**November 6, 2019**

The November 2019 ARB meeting will be held November 13, 2019 at the RMS office meeting room.

For the month of October there has been a seasonal decrease in applications filed;

Tree apps- 5

Minor exterior apps – 6

I held a review of the 2019 year with the ARB Administrator, Jered Silver and WLRMS member Jim Klumpp. Review discussion.

Review of current open issues, no changes.

Review of Dog issue and suggestions for future handling.

Reviewed meeting with myself, Jered, Tim Carrigan to discuss possible changes as a result of increased computerization of gate records.