

**Wolf Laurel Road Maintenance & Security Homeowners Association**  
**Minutes of the Monthly Meeting of the Board of Directors**  
**November 20, 2020**

**Attending**

Directors in Meeting Room: Kessler, Klumpp, McMillan, Shook, Simmons  
Directors via electronics: Carrigan, Stone, Jantzen, Parker  
Staff via electronics: Louise Wyatt  
Liaison via electronics: Bob Hicks, Earlene Shofi, (POA)  
ARB Committee Chair in Meeting Room: Mike Stapleton  
Audience via electronics: Larry Veatch, Steve Wilcox

**Call to Order**

The meeting was called to order by President Kessler at 10:01 AM

**Approval of Consent Agenda** (Previously reviewed by Board and prepared for approval)

Approval of Minutes of Special Meeting of October 9, 2020.  
Approval of Minutes of Monthly Meeting of October 16, 2020.  
Receipt of September Road Supervisor's Report (see Attachment A)

**Motion** (Shook) duly seconded, to approve consent agenda. Motion carried.

**Financial Reports**

**Monthly financial reports to October 31, 2020, including cash flow: Louise Wyatt**

October 2020 Collections – 96.4% of homes and 78% of lots have been collected.

Budget – At end of October (83% of year), Road Maintenance expenses are 75% (excluding maintenance site project) of the 2020 budget and security expenses are 76% of the 2020 budget. Comparing October 2020 expenses to October 2019 expenses, Road Maintenance is 102.7% of prior year's spending and Security is 102% of prior year's spending.

With respect to cash available to complete the calendar year, Wyatt noted that December's expenses will be higher because the month has an additional payroll period. If spending continues at the same rate as prior months, then operations will be over the 2020 operational budget and it will be necessary to tap the funds the board earmarked in the budget to manage liquidity. McMillan explained the majority of the road operation expense overrun is due to rebuilding material stockpiles needed for road repairs. The stockpiles were reduced to manage the risk of losing materials should WLRMS have had to abruptly move the maintenance operation to an alternative site. The risk now passed, we have been rebuilding stockpiles for anticipated needs that will carry forward into the coming year.

### **Treasurer's report on reconciliation of accounts: Ron Stone**

Stone reported review of reconciliations and bank accounts. No discrepancies or problems discovered

**Motion** (Simmons) duly seconded to accept the financial reports as submitted. Motion carried.

## **Committee Reports**

### **Finance Committee – Caron Jantzen**

Jantzen requested that performance reviews and compensation adjustments for 2021 be reported to the Finance Committee by Friday December 4<sup>th</sup>.

### **Report of the ARB Committee – Mike Stapleton**

Stapleton orally reviewed issues before the Committee in October. (No written report received)

### **Insurance Coordinator – Lloyd Parker**

Parker investigated adding a Health Savings Account to our Employee Health Insurance Policy. The current policy does not include that option. Policies that accommodate a Health Savings Plan also have a higher deductible which may be unattractive to WLRMS employees, and other features that may or may not appeal to employees. Recommendation is no change this year and discussion in coming year. Based upon the recommendation, the board directed and authorized the president to sign the employee health insurance proposal for 2021.

### **Security – Lloyd Parker**

Parker had no report. Eddie Shook reported that based on the regional ski associations projections, season ticket purchases are down, group purchases are up, and there is a projection of a high number of single day skier traffic. This may mean additional congestion at the gate on favorable days.

### **Facilities – Jim Simmons**

Simmons announced sign is installed on Puncheon Fork Road. Tree planting at Hampton Gap site will occur in November. Facilities will continue planning for contingencies on mail system and fate of motel.

### **Road Maintenance – Steve McMillan**

Slides on Valley View, May Apple and Buckeye have been repaired in house using rented machinery which resulted in a substantial cost savings over the estimate of a third party..

### **Preserve at Wolf Laurel Gate Subcommittee – Eddie Shook**

Improving lighting illuminating after hours gate instructions are the next topic of discussion.

### **Legal Committee – Cynthia Kessler**

A proposal to publish the names of owners who are delinquent on assessments has been received. The current real estate market is so robust that there is a severe shortage of homes available for sale in Wolf Laurel. The individual making the proposal believes that by publishing names of delinquent owners, motivated buyers could make offers on homes and building sites, and return these properties to being current on assessments. . The committee does not believe that there is sufficient information to discuss the proposal at this meeting, but believes that the matter may be ready for discussion by the board in December.

### **Report of the WLPOA Liaison – Earlene Shofi and Bob Hicks**

Shofi discussed the continued deliberations on the POA's proposal to trade of the former Motel property for the current mail cabin. The POA requested more time to assess the former motel property and to obtain estimates of the cost of achieving its intended use of the building. Shofi expressed the POA's concern that it did not want to put itself in financial jeopardy by undertaking a project without knowing its cost. Continued discussion will be needed.

Bob Hicks reported that STPAL made a presentation at the POA meeting and announced its intention to clear cut 16 acres of its forested land as part of habitat construction. There will be no POA meeting in December.

### **Old Business**

No Old Business

### **New Business**

Ron Stone raised a concern regarding the number of boil water alerts being received by residents of English Ridge / Hampton Gap well areas. The board discussed the benefit of renewing contacts with Carolina Water concerning the overall water system plans, need to coordinate with road paving plans, and other matters of common interest.

### **Audience Comments:**

Steve Wilcox asked about current status of negotiations with Schlitts and was brought up to date.

Stapleton raised questions about use of package lockers at mail kiosks. Observation was that postal carriers are not currently using these.

### **Adjournment**

The meeting was adjourned at 11:52 AM.

### **Notes**

Next board meeting: Work Session December 9, 2020 at 10:00am

Board Meeting: December 18, 2020 at 10:00am

Respectfully submitted: Jim Klumpp

Secretary, Wolf Laurel Road Maintenance and Security Homeowners Association

### **Attachment A**

## **Wolf Laurel Road Maintenance Monthly Report**

November 11, 2020

#### **Roads:**

- Road crew has finished mowing road right of ways on our gravel roads.
- Road crew is continuing cutting and chipping brush on road banks.
- Road crew is trying to stay ahead on scrapping the gravel roads during the dry conditions.

#### **Equipment:**

- All of our mowing equipment has been serviced and stored away for the winter months.
- Both salt spreaders have been serviced and is in good working order.
- I have ordered a new spreader chain, gas motor, and hydraulic drive motor to keep on the shelf for backup in case we have a salt spreader go down during the winter operations.
- The Mahindra tractor will have to be put in the shop to have service codes checked out.

#### **Fuel usage:**

- On road diesel: 128.3 gallons, cost \$287.39
- Off road: 230.4 gallons, cost \$412.42

- Gas (work trucks, chainsaws, leaf blowers, etc.): 146 gallons, cost \$299.30

Personal:

- As of now all road staff are in good health. I have taken Rick off light duty he seems to be doing great.

**Attachment B  
ARB Committee  
Monthly Report**

DRAFT