

Wolf Laurel Road Maintenance & Security

Homeowners Association

Minutes of the Monthly Meeting of the

Board of Directors

December 17, 2021

Attending Meeting:

Directors in Attendance: Shook, Simmons, McMillian, Stapleton, Kessler, Barr

Directors via Electronics: Stone, Carrigan, Jantzen

Staff in Attendance: Louise Wyatt,

Staff in Electronics: Suehonor

WLPOA Liaison: none

Audience in Attendance: Amelia Wolfe

Call to Order: The meeting came to order at 10:00

Consent Agenda: Motion to accept the Consent Agenda by Simmons. The motion was seconded, and the motion was approved.

Financial Report: Wyatt reported that as of November 30, year to date collections were 97.7% for homes, 77.7% for undeveloped lots. Year to November 30 the road maintenance division was at 83% of budget, and security division was at 80% of budget. Comparing 2021 to 2020, the road maintenance division expenses year to November 30, 2021 are 119% of expenses for the same point in 2020, and the security division's expenses are 110% of expenses for the same point in 2021.

Financial Committee Report: Ron reviewed the reconciliation reports and found all to be in order.

Motion to accept the Financial Report, by Shook. The motion was seconded, and the motion was approved.

POA Liaison: None

Road Report: McMillian reports that the trailer has had problems with the wiring, the brake system is failing to stop with a load on it and is the third time the problem has been fixed. Requesting that we replace the trailer in the spring with one that has a proper trailer weight to handle our track hoe and skid-steer. The dump trucks drive shaft is too long, but we have found a place that will cut to length but need to have time to schedule it.

Security Report: Shook reports that we have hired Patricia Loveless for the front gate, and she is now in training. December 6th the cell tower was activated. We have service in areas that we did not before and where we had service, we now have some issues. The issues will be brought to the company's attention.

Facilities Report: Simmons reports that the mailbox shelter on Hampton Gap is complete. Donovan did the wiring, and he also will have the lights set to go off at 11:00 p.m. French Broad will put a drop on it. Thanks to Steve and the road crew for digging a ditch to get a cable buried under there. Painting will be done in spring when it is warmer. We are also having enough electric brought in for a future water tank up there so that some people will have power to run a pump to keep water from freezing above the ground not under the ground.

Legal: Kessler reported that we received a preliminary report from the law firm retained on the Carolina Water matter and the final report will be provided to the board when received.

Kessler also reported that the attorney assisting with the annexation of the Schlitt's property has been unavailable due to health issues and requested authorization to retain another attorney. In discussions, the board noted that the Schlitt's developers were shifting their obligations as developers to WLRMS in what was supposed to be revenue neutral arrangement to the Wolf Laurel community. WLRMS incurring large legal fees ran counter to the agreement with the Schlitts.

Motion to hire an attorney familiar with real estate title matters in Wolf Laurel and in particular the Schlitts property, to review the necessary documentation, for a cost to WLRMS not to exceed \$250, by Stapleton and the motion was seconded. The motion was approved with one dissent.

Technology: Stone reported on the process of setting up the new website and portal..

Wilderness: committee chair Tedi McManus reported that the Forest Service presentation on Fire Mitigation is scheduled for January 12th at 10:00 with Jenn Hauf and Bo Dawson. The committee is preparing a series of fire safety and mitigation resources with a few links to industry practices to post on our website with sections for safe use and maintenance of fire pits, homes, fireplaces, and chimneys.

ARB Report: Stapleton updated and amended his ARB report from the work session. Stapleton reported a major contractor volunteered that he brought 98 loads in through the gate that we would not have been able to bill and recoup otherwise. Stapleton credited the contractor for his cooperation and actions of good faith. . A permit for major exterior work had expired on a property on Glenaire that appears to be an unfinished site in disarray. We sent a letter giving the owner 30 days for a plan of action with no later than 45 days regardless for cleanup of the entire property and pulling new reports. In positive news, a long abandoned home on Spring Valley due to incapacitating illness and death of the owner has received court approval to be listed for sale.

A Specially Called Meeting was held on December 8, 2021, in accordance with the Bylaws, at which a quorum of the board of directors was present. At the meeting Stone made a motion, duly seconded that WLRMS subscribe to the My Green Condo software platform. The motion carried by a majority of vote, confirmed by a hand count. The board then discussed an unrelated employee matter.

Old Business: None

New Business:

Sale of property affecting a community well. Kessler reported WLRMS received a notice of sale on an undeveloped property adjoining reserve property upon which a community well had been located. The well had been prevented from being brought on line to provide water to Wolf Laurel until a 100 foot pollution protection zone could be established. The pollution protection zone would extend into the lot being sold for a certain number of feet beyond the rear building setback line, and should WLRMS exercise its right of refusal and acquire the property, or condition its waiver of the right of refusal on the imposition of a pollution protection zone easement, the community would be benefitted by having an additional well to support existing and future homes in Wolf Laurel. The board directed Kessler to condition the waiver of a right of refusal on the establishment of a permanent pollution protection easement to protect the future use of the community well, and if the parties were unwilling to do so, to exercise the right of refusal.

Parking on Wolf Laurel Roads. Parking on Wolf Laurel roads is a violation of section 3.4 of the Wolf Laurel Covenants. The board reviewed and discussed a September 2020 training guide developed to guide roving security staff on the

handling of vehicles parked in the road and in the road right of way, a copy of which is attached. It was noted that while most roads in Wolf Laurel subdivision are located within a 60 foot wide right of way, some secondary roads' such as Wolf Head Court, are only 20 feet wide leaving even less room for emergency vehicles and parked cars to share the usable road. A resident's concern over the enforcement of the parking prohibition was heard and discussed. The board reviewed and discussed the parking reprimand left on the windshields of cars found parked improperly, and agreed the language should be revised to be more educational in tone. The parking reprimand note was referred to the board chairman of Security with the request to review and revise the note.

ARB Report to the WLRMS for December 2021

The ARB met for its November meeting on Tuesday December 2021 at 10:00 am and a quorum was present

Permits for November 2021 were

Tree apps- 7 Minor-6

Major -1

Interior-0

New Home Construction- 0

Old Business:

Prior lighting complaint with substantial fines. Turns out the owner had contacted French Broad electric back in September or August and French Broad dropped the ball. A representative of the Utility called Suehonor here at the office and verified they were supposed to have turned off the pole light in August and did not. I have verified that it is now off.

New Business

Work continues still open and new lighting issues.

We reviewed all open new home construction permits and most are continuing successfully except as previously reported.

Most of the ARB meeting this month was working on formulating a set of policies defining and detailing what we believe the language in section 6.10 of the WLRMS Covenants with regards to "outdoor fires."

Next Tuesday, some members of the ARB and Administrator Jered Silver will start visiting some properties owned by the WLRMS to visually survey them as to whether they buildable and report back to the RMS with a report on that. Anyone who is bored and would like to join us is welcome. We meet here at 10:00. Wear good shoes.

December 8, 2021, Security Report for November 2021

Staffing – We are down two employees. Cody Nelms quit with no notice and Donovan Rice has given his two week notice.

Upcoming Events – Ski lodge opening

Gate Trends – Daily Log - 1539

Guests and workers - 450

Advanced Guests - 99

Preserve Gate - 92

Bar Code Lane - 5387 Rover Trends – We have been fully staffed. Rover patrol ran 3660 miles.

Equipment Trends – Jeep was repaired, the rear end was rebuilt at a cost of \$1,310.00.

Supervisor Comments - This report is not complete as we were unable to recover some reports due to portal problems. The iPads were the only source for the reports as we had gone completely paperless on workers, called in guests and truck traffic.

We are actively searching for replacements for Cody and Donovan.

Ken Porche'

SOS

Wolf Laurel Road Maintenance

Monthly Report

December 17, 2021

Roads:

- The road crew has finished blowing leaves from ditch lines and roadways. Hopefully, they will stay clear to help with drainage.
- The road crew has started trimming back some of the shrubbery that is encroaching our roadways.
- We are continuing to scrap our roads as needed to try and help with the wash boarding during the dry times.
- It is that time of year again for freezing and thawing on the gravel roadways. The road crew will do our best to fix them as they appear, we would also like to remind everyone to please not use ice melt/salt on our gravel roads.

Equipment:

- The Vermeer chipper had to have some wiring done on the ignition switch the work was done in house.
- The equipment trailer is giving problems with the wiring again the brake system is failing to stop with a load on it this is the third time we have fixed this problem. I am requesting that we replace this trailer in the spring with one that has the proper GVWR to handle our track hoe and skid steer.

Fuel usage:

- On road diesel: 56 gallons
- Off road diesel: 114 gallons
- Gas: 180

Personnel:

· The new hire Chris came off his 90-day probation and then quit so the road crew is down a laborer for now. I have 3 people interested in the position so hopefully it will be filled quick. The doctor has released me to come back on light duty after my smoke inhalation incident. I would like to thank everyone for the prayers, text and phone calls.

[Parking on Wolf Laurel Roads\[483\].docx](#)