

Wolf Laurel Road Maintenance & Security Homeowner's Association
Minutes of the Monthly Meeting of the Directors
May 20, 2022

Attending the Meeting:

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

Directors in Attendance via Electronics: Stone, Jantzen

Staff in Attendance: Louise Wyatt

Staff via Electronics: Suehonor Conner

WLPOA Liaison in Attendance: Steve Wilcox

Audience in Attendance: POA Liaison Bob Hicks, Doug Orman, Larry Veatch

Call to Order:

The Meeting came to order at 10:00

Approval of the minutes: *Simmons moved to approve the amended minutes, to add the executive session to the minutes, the motion was seconded, Motion carried. Executive Session Report added below.*

Consent Agenda: *Motion to accept the Consent Agenda, Stapleton Moved, the motion was seconded, and the motion Carried.*

Financial Report: *Louise Wyatt*

Four Months into 2022 Road Maintenance expenses as of the end of February are 27% of the 2022 road budget, and Security expenses are 26% of their 2022 budget. Comparing April 2021 to April 2022, Road Maintenance expenses are 91% of last year, and Security expenses are 96%.

Year to date as of April the collections of 2022 assessments are 93.2% Homes & 72.9% Lots have paid. If anyone has not paid their annual dues by June 1st, the bar code will be deactivated. Please pick up your current sticker and put it on your vehicle if you have not already.

Financials:

Jantzen reports that a second draft of the 5-year plan has been updated increasing the starting amount of the reserve. Also increased the cost of Big Bald Road paving job. Moved the grader cost to 2027 and took out the swivel plow everything else is the same. The biggest change for the updated 5-year plan is the higher reserve amount.

Stone reports, you should have received the updated March Balance Sheet which has been modified to reflect more accurately our Capital Reserves. You will see the new Reserve Accounts in the Cash Section for March and April.

Cynthia reported that the CPA's Audit is complete, and we will schedule a meeting to review the results sometime in June.

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

Motion: *Stapleton moved, to accept the financial reports as presented, the motion was seconded, Motion carried.*

Technology: *Stone reports, On the new Portal, we have made a number of small tweaks to help the ARB and Security. Thanks to some modifications by Ranjan and his team at My Green Condo, our system's speed is much improved. I have seen the improvement. Hope you have too.*

Kessler reported that they sat down with Mike, Jered, Suehonor and Ken, to discuss operational matters of the gate of recording construction deliveries. Light vehicles coming in to provide service to homeowners, carrying construction workers to the job site, or other non-construction commercial traffic will be recorded under as guests.

POA Liaison: Liaison Bob Hicks reports a new staff member Liz Benson the new POA director. Carol Jones shifted to Village Club Manager. The season is being planned with activities. New package facility has opened as of Monday May 16th. POA is working on how to manage non-POA members and working on an agreement. We are finalizing information to be sent out to the community on how that change will happen.

Kessler reported that she attended the Fridays POA meeting and the issue of non POA members was revisited. RMS and POA will work on a joint e-blast to clarify some of the confusion and confirm that although membership to the POA will be encouraged, non-members will still be able to use the package facility provided they pay a user fee, and the amount will be up to the POA. RMS supports that the ongoing cost requires a user fee to pay for the package sorters and insurance of the building and RMS feels that would satisfy the agreement. Brackett, Hicks, and Tygart have given their word to develop a non-user agreement to manage their liability and to have a fair charge to the users of the facility.

Hicks agreed with what Kessler said and no official changes will happen until July 15th to complete the agreement and the technology pass codes.

Road Report: McMillan reports, the dump truck had a fuel delivery problem; it has been repaired and it is back in service and now we can repair our 3 slides. The estimate of the restriping of Wolf Laurel Road is \$7,836.00. It will be a better quality of paint that will last longer but it will be non-reflective. We also are getting a rough estimate of the repaving of Big Bald Road for 2023.

Motion: McMillan moved to restripe the Wolf Laurel Road at a cost of \$7,836.00. the motion was seconded, and the motion Carried.

Security Report: Shook said some guards are out sick and Ken has pulled roving to staff the gate.

The security jeep is down because of the rear end. It would cost \$8,000 to replace or we could replace the collar on the axle for 5 or 6 hundred dollars. The problem with that is it will take a few weeks to get the part. We are opting for the 5 or 6 hundred part as in 2023 we are scheduled for a new security vehicle.

The decision for 3 permanent directional signs for the mail annex, ski resort, pizzeria and the biking area will be deferred to a later date until the certainty of the new biking trails at the ski lodge.

Facilities Report: Simmons proposed to change propane dealers due to the problems of having the tanks filled when needed. Replacing all 3 with new tanks from the dealer with fuel amount monitors that sends a signal out when it hits 30%. It will be \$1.00 a gallon over what the price per gallon is that day but even with a \$1.00 over the daily price it is still \$1.00 a gallon cheaper than the provider we had.

The price for the painting of the mailbox facility on Hampton gap will be \$810.00 and will also need gutters put on. Simmons would like to proceed in June.

Motion: Simmons moved to switch propane providers, the motion was seconded, and the motion Carried.

The ARB met May 3, 2022.
Permits for April 2022 were
Tree- 3
Minor-3
Major-0
Interior-0
New-0

Old ARB Business:

Discussion on stalled home on Hanging Rock, waiting on title transfer. Appears to have a contract for sale awaiting said transfer of title.

Discussed new home construction on El Miner looks like it will not be completed before permit. Jered, spoke with the Engineer and the owner has a new framer and they should begin soon. They will need to obtain an extension

Discussion on completion of foreclosed home on El Miner.

New Home on Hampton gap has received it CO.

New Home on Hanging Rock almost complete.

New ARB Business:

Foreclosed home on Oakridge needs a letter sent to bank group requesting clean up and permits. Ash trees are dying everywhere. Noticed permits for them increasing lately.

Work continues with success on open and new lighting issues. Going to meet with electrician on one of the last pole light issues.

Barking issue on English Ridge seems taken care of, Explain

ATV letters drafted for discussion at the RMS workshop. Two-step process proposed.

Revisited home on Mayapple where latest ATV issue arose, and the ATV is gone. Home is under contract for sale. (Not related to ATV issue).

Recent issue this week on May 9 involving Motorcycles and their use on RMS roads. Short term renters in Blue Mountain driving motorbikes around and Ken Porche is managing the security issue with the visitors. I called the homeowners and explained the restrictions through a message on their answering machine. Left my name in case there are any questions.

Spent time May 10th, with Administrator Jered Silver, reviewing the "May Green Condo issue as it relates to commercial traffic.

Thank you, Ron Stone for the video about where to find past records for said traffic and how to search the data.

Old Business: *Wildfire Forest Ranger Westly Skibo did a community assessment and Nathan filled out the questionnaire for the assessment. Ranger Westly Skibo will send us a report on that assessment soon. If we get enough people in the community to have their house assessed or work done to their property to protect against fires, it could get us a grant for community fuel removal, and which could be used to cut undergrowth in key spots on the mountain.*

New Business: *we have Financial Policies about how the board handles purchases, deposits, and ARB moneys held. Also, the ARB Guidelines discuss non-refundable fees, refundable deposits, and other moneys, and our covenants allow imposition of fines.*

The attached policy is to bring this all together and clarify:

<https://d.docs.live.net/21f0dfbd32c0e057/Proposed%20policy%20on%20ARB%20Funds%20%2005-11-2022.docx>

Non-refundable fees (which are supposed to cover Jered's cost), fines, charges for excess damage to roads all go into our operating account.

Refundable construction fee deposits go into escrow.

Per load charges for estimated wear and tear when billed against an owner's deposit go into reserves.

Motion: *Kessler moved to adopt the amendment to the financial policy, the motion was seconded, and the motion Carried.*

Visitors Comments:

Doug Orman asks, based on the presentation of the 5-year budget at today's meeting, is there a narrative/exec summary that describes the budget financial schedule that property owners can obtain?

Kessler responded that our 5-year plan and our financials are posted in the homeowner's portal on My Green Condo.net.

Doug asks, is there a way to get on agenda for striping of the speed bumps on El Miner Road around the golf course holes-both on the speed bump and in approach?

Kessler said some striping is ours and we will be doing that, but some areas are the clubs.

Steve Wilcox asks, does Security note road problems as they drive around?

Shook said, only when most severe.

Steve Wilcox asks if the POA invites non-Wolf Laurel musicians to the Village Club Musician's night event?

Kessler responded that yes, each guest would need to be signed in at the gate.

Larry Veatch asked, how do we access or control the promotion and generating the increase of sales and increase of rental properties?

Kessler said we have the ability for homeowners to list their home as short- or long-term rentals, and who their managers are. If there is a problem, the manager can be contacted.

Executive Session Report: *In executive session the board reviewed the status of several collection matters and owners' requests including barcode availability to owners who have sums suspended until they take certain action, approved an owner's request to undo a lot of combination, approved a payment plan for a property owner, reviewed an offer to purchase a lot held in inventory and acted to decline the offer and acted to proceed with listing the lot for sale to the general public.*

Wolf Laurel Road Maintenance

Monthly Report

May 11,2022

Roads:

- *Wolf Laurel received 3.5 inches of plowable snow which required 49.5 hours overtime, 21.5 hours by hourly employees (paid at time and a half), 28 by salary employee (comp. time).*
- *Road crew has applied 33 loads of ABC-M stone to our graveled roads, 21 of these loads were applied to our five-year plan.*
- *Road crew is continuing to clean ditch lines to help improve drainage of our roadways.*
- *Due to the heavy rains, we received this past weekend road maintenance will need to rent a shoulder machine to repair shoulders on Wolf Laurel Road.*

Equipment:

- *The Ford L-9000 dump truck had to be put in the shop last week due to engine trouble. The mechanic said he was about a week out then he would be able to look at it.*

Fuel usage:

- *On road diesel: 142.7 gallons*
- *Off road diesel: 224.1 gallons*
- *Gas: 142 gallons*

May 11, 2022

Security Report for April 2022

Staffing – We are good except for roving.

Upcoming Events –

Gate Trends – Daily Log- 2573

Guests and workers - 403

Advanced Guests- 132

Preserve Gate- 94

Bar Code Lane- 4819

Rover Trends – 1983 miles @ a cost of \$826.01 in fuel

Equipment Trends – Complete rebuild on rear brakes of the Toyota truck @ a cost of \$375.00.

Service and changed ignition coil, fuel injector and plugs on the Jeep @ a cost of \$524.75.

Supervisor Comments- Training and learning the new My Green Condo. I want to thank the crew for the

due diligence they have given on this new adventure. We have gone through worse and this too we shall

overcome. I want to add a special thank you to all who participated in getting the construction truck traffic placed on the portal, especially Debbie and Trisha. Job well done on such short notice. Also want

to thank Suehonor for her patience and knowledge she has given my team and myself.

Ken Porche'

SOS