

**Board Meeting Minutes**  
***Owners Association of Elk Meadows***  
September 13, 2016

A. Opening

1. Note that the meeting is recorded.
2. Roll Call: Joe Lange, President; Mike Cammack, 1st Vice President; David Mullings, 2nd Vice President; Maggie Guscott, Treasurer.  
Guests: Peter Rowland, Helen Bowers, Tim Beene, Jim Wing, Pam and Manuel DePena (members).
3. Call for items from the board:
  - a. Joe Lange submitted an item for discussion of the Sprentall dispute.
4.
  - a. Helen Bowers asked whether fences was an item on the agenda to which Joe Lange stated that it was not, but the request for same would be taken under advisement .
  - b. Peter summarized the EMHOA board VP role that resulted from the Annual Meeting.

B. Formal Approval:

- a. **Motion to approve the August board meeting minutes:** David Mullings seconded: Mike Cammack; motion passed.

C. Treasurer' Report was accepted as submitted. Main points were as follows:

1. Income is on track with budget, except for a steadily decreasing number of delinquent accounts.
2. Expenses have been as expected.
3. The 2015 audit has been completed; copies were distributed to the board members. 2015 tax forms were signed to be sent in.

D. Committee Reports

1. Water/Sewer: Tim Beene reported on both as follows:
  - a. Sewer: Per Roto Rooter, a new manhole will not be cut into the tank (as previously discussed) because it has been determined that this would destroy the integrity of the tank. Instead the (third) hole that houses the filters will be used (after removing the filters) to facilitate pumpout. The pumpout scheduled for this month is still to be done by first snow. (A firm estimate of the cost is anticipated.)
  - b. Water: The 75,000 gallon water tank will be inspected next spring to ensure its integrity. While not federally mandated, it is highly recommended. Water testing continues as usual.
  - c. David, Joe, and the board expressed sincere thanks to Tim for his time and effort on these systems – not to mention also on the solar project.
2. Finance: Maggie offered recommendations for the 2017 budget as follows:
  - a. An increase in fees for management in line with Summit HOA Services' proposal (\$7000, up from \$3,000 in 2016); and snow removal (\$9,000, up from \$7,000 in 2016).

- b. A decrease in road maintenance (materials and labor to \$13,000, down from \$16,500 in 2016); office supplies (\$1,000 down from \$2,650 in 2016); sewer pumpout (\$1,000 from \$4,000 in 2016).
- c. In comment:
  - i. An annual transfer of \$3,400 was recommended and voted on at the 2012 annual meeting, to build up the sewer pumpout fund for regular pumpout exercises. This will be put to the membership at the 2017 annual meeting, along with other capital replacement fund decisions.
  - ii. Capital expenditures, such as speed bumps (\$700 per), need to be incorporated in budget considerations.
- d. Maggie will put together a draft 2017 budget for board consideration.

3. Roads:

- a. The results thus far of the speed bump trial were discussed, including alternatives such as dips or bump material. Peter added that he is moving signs periodically to test the effectiveness of various locations, and will put a proposal to the board when ready.
- b. Peter also reported on the closing of the cut-through from Aspen Drive to Alpine Lane.
- c. To conduct a satisfactory fall grading exercise, operating expense funds applied for culverts and the trial speed bumps earlier this year will be freed back up for grading; \$1,500 will also be transferred from the fence budget.  
**Motion to approve transfer of funds as described:** Joe Lange; seconded: Mike Cammack; motion passed.
- d. Per Manuel DePena's advice, Joe will contact Tom Edder (who plows various homeowner driveways) to be a backup for plowing our roads this winter, assuming that Jonathan Discoe will agree to plow as he has in the past.

4. Conservation: Peter reported as follows:

- a. Walt Atwood has been part of the bark beetle project, and could possibly be called on to ensure its continuation when necessary, since MaryBeth Davis has left the community.
- b. Weeding continues, largely because of his efforts. Tim commented on weeds at the sewer system to which Peter replied that, while he has been checking and pulling weeds there, he will continue to check the gravel bed to ensure no problems occur.  
Joe thanked Peter profusely – and the board endorsed the thanks - for his continued efforts in weed management.
- c. Regarding Dark Skies, Peter reported “full compliance” in the development – for which the board is grateful.

5. Renters: No update.

- 6. Governance: Joe reported that a first draft of association documents have been received by the committee, and comments returned to David Graf of Summit HOA Services. The next draft is expected in the next two weeks for board review.

Joe commented on Architectural Guidelines as appearing in the document, and assured the board and community that new regulations/rules will not be added as part of this rewrite exercise.

7. Solar Project: David Mullings reported as follows:
  - a. Bank loan documents were provided to the board for board signature to initiate a construction loan for the project. The current estimated budget for the project is \$60,000 against the approved \$62,000.
  - b. A hydrologist was retained to check the integrity of design. A site visit to locate the arrays occurred “today”, 13<sup>th</sup>; David also commented on the height (impacted by the tilt) of the arrays varying during the year between an estimated 10.5 feet to 13feet.
  - c. Construction is scheduled to start September 21<sup>st</sup>, with the water treatment plant first, followed by the sewer plant. The project is predicted to complete November 6<sup>th</sup>.
  - d. Joe thanked David and the committee for their hard work on this project.

8. Communication:

Following discussion regarding whether and how to promote Elk Meadows within the community itself, Pam dePena asked for permission to pursue the idea (using products such as Facebook, ...) in order to start promoting members and their services within the community.

**Motion to approve Pam proceeding as suggested:** Maggie; seconded: Joe Lange; motion passed.

- E. Items for discussion/action  
Covered in minutes above.

F. Items from A3 above:

Sprentall dispute:

Joe reviewed the progress of communication with the Sprentalls since the May board meeting, including David Graf’s response to their dispute on behalf of the board, meetings with them by David Mullings and Maggie G, and their current request for response to new issues, which David Graf has again been asked to handle.

After discussion, the board made:

**Motion to extend to the Sprentalls the opportunity to attend the October board meeting to present their dispute in person, with documentation. Alternatively they may submit such by email or through their lawyer. A reply to said offer is required within 30 days:** Joe Lange; seconded: Mike Cammack; motion passed.

G. Executive Session

None.

H. Adjourn

1. Items for the next (or subsequent) board meeting: Fences. In regard to this item, Peter committed to do a reconnaissance of the fence-line to determine condition and maintenance requirements.
2. The next meeting is scheduled for October 11, 2016 at the Ridgway Library (6:30pm) due to the nature of the meeting.

Respectfully submitted: Maggie Guscott, Acting Secretary