

Elk Meadows Board of Directors Meeting

Minutes, May 20, 2021

1. Call to Order 6:40 PM via ZOOM
 - a. Roll Call-In Attendance Eddie Kemper, Stephanie Kissner, Maggie Guscott, Kim Stagg
 - b. Visitor: Krista Fox (lot 417)
2. Call for items to be placed by Board Members: None
3. Open Forum (two minutes for owners to speak) None
4. Treasurer's Report
 - a. Income ahead of budget due to annual payments front-loading Income.
 - b. Delinquent accounts being addressed on an individual basis:
 - Overdue accounts receivable currently totals about \$6,000 (four accounts).
 - Accounts have legal expenses total approx. \$5,000, which is charged back to the owners as incurred. (Remaining account in this category has paid off the debt to dismiss case.)
 - Last assessment lien being released. One other property is having an assessment lien placed for dues delinquency.
 - c. Expenses:
 - Main expenses this quarter:
 - Sewer pump motor contactor problem resolution
 - Snow removal (Jan-April) expected to be lower than budget
 - Possible extraordinary expenses during upcoming quarter:
 - Spring road maintenance: TBD, within annual roads budget; consideration for an application of mag chloride has been canceled due to possible risk to our water source.
 - Water system: upgrade/replace problematic CL-17 chlorine monitoring system at a cost of about \$3.5K. Upgrade will (1) pay for itself in 3 years due to no more need for reagents; and (2) is projected in the Reserve Study.
 - Sewer pump-out (partial) possible summer-fall, pending sewer team decision. (Money is set aside in pump-out account.)
 - d. Sewer expenses have increased (from about \$1K/month to about \$1.6K/month) as a result of reclassification of sewer plant (from a category 'D' to a category 'B'), and need to retain qualified operator, and change maintenance procedures to include onsite maintenance support – and increase in required testing.

The Board approved reallocation of monies going to 3161 (Water O&M) from 3153 (Loan Debt Reserve) to go to 3188 (sewer operations) instead – as long as the change does not negatively impact our ability to respond to Reserve Study requirements. (Finance Committee has endorsed this action.)
5. Formal Acceptance/Approval
 - a. February 2021 Board meeting minutes: Stephanie Kissner motioned for approval, Maggie Guscott seconded, motion passed.

b. Board member resignation (4/21/21 Sebastian Wicklein resigned due to work commitments) accepted as submitted.

6. Committee Activity

- a. Internet Committee Update: No new information at this time.
- b. Conservation Committee: MCH tree treatment packets (including installation) for common spaces ordered.

7. New Business-updates

- a. Contracts status: Water system contract (Jim Hayford) and sewer contract (Michael Martinez) signed for the 2021-2022 year. Roads contract (Chris Miller) being signed for road maintenance and snow plowing for the three year period, 2021-2024.
- b. Inspection Review:
 - Equipment in easement identified to owner as needing to be removed.
 - Dead Aspens in common spaces need to be removed.
 - Non-compliant porch light being addressed with owner.
 - Non-complaint storage container being transformed into a shed, to be inspected for compliance on completion.
- c. Formalizing the approval process for construction: Rules document is being edited to provide more detail regarding Board/ARC approval requirements.
- d. Annual Meeting Preparations, call for Board Members:
 - Member packets drafted; will be mailed out, postmarked by 6.10.21.
 - Meeting will be virtual, by Zoom.
 - One new volunteer has come forward for Board; the Board will call out for more volunteers in Meadows Monday 6.7.21.
- e. Owner request for copies of complaints filed against another homeowner: After discussion, the Board decided to stand by its earlier decision to decline to provide litigation documents relative to a specific owner because it does not adequately respect the affected owner. (Owners are free to search the public records as they deem advisable to protect their own interests.)

8. Ongoing/Old business

- a. Water System Report: System is in working order (pumps, filters and electronic systems are functioning normally). CL-17 chlorine analyzer is working but erratic. As of the end of April, the average daily usage was 19,000 gallons, over average daily spring flow of 17,000 gallons, due to one leak which has now been fixed.
- b. Sewer Report: Pump problems have been repaired. Semi-annual filter check is to be conducted within the next two weeks. The need for a pump-out is being assessed.
- c. Fence Repairs: status: Per the 2020 fence report, one section of fence needs to be replaced; a “hanging fence” section needs to be repaired. A call out for volunteers to repair and walk the fence line will be in Meadows Monday 6.7.21. Stephanie Kissner will contact rancher, Weber, to discuss repairs, replacement and cost.

9. Projects

- a. Directory Update: Stephanie Kissner and Kim Stagg are updating the current directory at this time.
- b. Signage through EMHOA: Peter Rowland and Dan Wilson have volunteered to put up signs. The Board will ask for a plan for implementation in the next two weeks. The Board will look

into sandblasting Elk Meadows sign at the entrance to Elk Meadows which will then be repainted by Tammy Farmin (lot 421) this fall.

c. Spring Clean-Up: The Board will organize a clean-up day this summer to remove dead Aspens and other debris. A cook-out is being considered.

10. No Executive session was required.

11. Regular meeting adjournment

a. Virtual ZOOM Annual meeting planned for July 10, 2021 at 9:00 am

b. Next Board meeting is Thursday, August 19, 2021 at 6:30 pm via ZOOM

c. Meeting adjourned at 7:50 pm.