



PMLOA Board Meeting Notes

Location:	Virtual
Date:	October 27, 2022
Time:	6:00 pm
In attendance:	Mike, Steve, Jarid, Shaun, Scott, Becky & Terri
Absent:	Chad

Update on Action Items:

1. Jarid will meet with Becky to establish the property lines of the parking lot. They will meet with the Nays to solve the issues. Jarid has stopped by the parking lot and he will get with Becky when he comes down next.
2. Jarid will send Scott the link so he can update the map with landowner names. This is not done yet.
3. Scott will ensure his software will work to update the names on the map. This is not done.
4. Pine Ridge Association allows AirBnB's in their association. Jarid will talk to the President.
5. Becky - dumpster for full time residents update. Full time residents no longer have access to a dumpster during the winter months. A dumpster will be placed at the parking lot. Those residents interested will pay for the dumpster. A separate lock will be put on the resident dumpster.

New Items:

1. Gate status - the Richardson's have agreed to let the association hook up to their electricity for power for gate1. We will add a breaker and dig an 18" trench across the road and run 2 conduits. Steve will get the conduit and we will hire Russ to trench across the road. Steve will pour the cement pad for the gate. We can close one gate, secure the gate and hook up the other gate for the winter. Scott will create a draft agreement for the electricity. Steve will put the sign back up on the gate. Jarid will work with Shane over the winter to create an updated sign.
Gate 7 - Chad and Russ working on it.
Gate 5 - someone pulled the pin out. It was recommended we put a combination lock on the automated gates. The board would have the combination and it could be updated every year for security. Jarid will purchase the locks.



There have been some issues with realtors or property owners selling their property not being with potential buyers. They are being locked in the association and needing help to get out. Mike feels the realtors should be there with the buyers. Shaun said we should not have a lot of lock boxes on the gates and a time limit on a lockbox. Steve recommended to place a lockbox on the gate they need to notify the board. Jarid will create a policy for lockboxes.

- Get permission
 - Limited amount of time
 - Name, phone with date
 - Realtors should be with clients
2. Road work and remaining budget - the product which was laid down between Becky and the Gardners is not working out. Once the trenching is done across the road, we will have some crushed rock put down. Mike recommended we roll the balance of the road budget over to next year. We would like to get better products put on some of the roads such as; Deer Run. The board agreed, we will finish paying for gate 1 and roll the balance over to next year.

Becky and Steve have had conversations with landowners on Juniper Road for a turnaround. Jarid reviewed the requirements for a fire truck turnaround. It is 45'. Juniper Road needs to be maintained, a grader needs to be able to grade it. We will notify the landowners and involve them with the process. This will be a team effort. We have several roads that are dead ends in the association that will need turnarounds for road maintenance. We will start with Juniper Road. .

3. Fire mitigation drive with state fire team - Chad did ride the association roads with the state fire people. Their feedback is there are a lot of cabins they would not preserve due to our road widths.. They recommended they work with landowners to educate and create defensible space around their property. There are grants available that are 50/50. Whatever the landowners spend the state will match 50% to make the space defensible. This includes having trees removed and/or cut down. It was recommended they come to the next annual meeting in the spring. We will have a sign up sheet at the meeting for anyone who is interested in meeting with the state fire people. They will have a presentation after the meeting and work with the landowners interested
4. Standardized process for landowners doing work that affects their neighbors and roads. It was recommended we create a formal policy to standardize trenches done in the association. such as;
- a. Submit plan for board approval
 - b. Written approval from affected landowners
 - c. If work affects road, then warranty the road repair for 1 year
 - d. Trenches need to be in the road easement on the side of the road.
 - e. Water line and conduits need to be in different trenches
 - f. Anyone digging trenches would be responsible for ditches and drainage.
- Terri will create a rough draft.
5. Winter preparations - the dumpsters will be removed Monday, October 31st. We will send out an email communication regarding the parking lot. We will remind landowners to park their snowmobile trailers to accommodate others. RV Trailers and other equipment needs to be removed from the parking lot.



6. Keys - there have been issues with keys not being given to new landowners when property is being sold. We will update our lost key policy and follow the guidelines going forward. Jarid will update the key policy on the website. Terri will update a draft form sent to the Title Companies. There will be a lost key fee for keys not turned in at closing. The title companies will collect the fee at closing. Scott motioned and Mike seconded to update. Jarid will send out for final approval.

Action Items:

1. Jarid will meet with Becky at the parking lot to go over the property line by the Nays.
2. Steve will get the conduit for gate 1 and pour the cement pad. He will put the association sign back up on the gate. The association will hire Russ to dig the trench.
3. Scott will create a draft agreement for the electricity.
4. Jarid will work with Shane over the winter to create an updated sign.
5. Jarid will purchase combination locks to put on the electric gate openers.
6. Jarid create a lockbox policy
7. Terri will create a draft standard trenching policy.
8. Jarid will update the key policy website regarding keys when property is sold and send out for final approval.
9. Terri will update the form sent to Title Companies.
10. CC&R & Bi-law review
11. Jarid will add the Meadow Road easement to google docs. This is not done, Becky will send Jarid another copy.
12. Jarid will stake out the parking lot and meet with Steve and Doug. Not done .
13. The board will add AirBnB's to the easement agreements signed by landowners outside our association.
14. AirBnB/VRBO Policy
15. The board will create a more defined policy for trailers and tiny homes.

Next Board Meeting:

January 26, 2023